

# UNIVERSITY OF DELAWARE

## STUDENT GOVERNMENT ASSOCIATION

### CONSTITUTION 2022/2023

#### ARTICLE I. PURPOSE & RESPONSIBILITIES

**Mission Statement** - The Student Government Association (SGA) at the University of Delaware serves to represent the undergraduate student population. We are firm in our determination to enhance student life by actively addressing student issues as the liaison among students, faculty, and administration. We strive to foster a unified University community as a leading influence encouraging all students to Be Heard.

**Responsibilities** – The Student Government Association is established to:

- Support the mission of the University of Delaware by assisting in the creation of a diverse, sustainable, and engaged campus;
- Provide an open forum for students to voice concerns and actively pursue resolutions; • Serve as the undergraduate student liaisons to University administration, faculty, staff, Board of Trustees, the City of Newark, and the State of Delaware;
- Host weekly Student Government Association Meetings during Fall and Spring semesters; • Hold elections in the Fall and Spring and appoint positions to democratically fill open student representative positions.

#### ARTICLE II. ORGANIZATIONAL STRUCTURE

The Student Government Association shall consist of four branches: Executive, Legislative, External, and Judicial (See Appendix A: Organizational Chart).

**Section 1. Executive Branch** - The Executive Cabinet, shall consist of the Student Body President, Executive Vice President, Vice President of University Affairs, Vice President of External Affairs, Chief Justice, Advisor(s), and an appointed Chief-of-Staff and Treasurer.

**A. Student Body President** - The Student Body President is the official representative of the Student Government Association and the undergraduate student body at the University of Delaware.

**Responsibilities** – The Student Body President shall:

1. Create the agenda and chair weekly meetings of the Executive Cabinet;
2. Serve as a positive role model for undergraduate students;
3. Maintain close relationships with the University community;
4. Make recommendations to fill any vacant seats after the Fall Election or if the need is warranted or through resignation (All recommendation(s) for appointment must be confirmed by a two-thirds (2/3) Senate vote);
5. Register the Student Government Association as a Registered Student Organization with the Student Involvement annually;
6. Attend University Student Centers (USC) President's Training in the Fall to understand and promote University policies, processes, and resources;
7. Preside over weekly and Senate Meetings when EVP is not present;
8. Attend Board of Trustees meeting(s) each semester to represent the Student Government Association.

**Qualifications** – The Student Body President must be a matriculated undergraduate student with a minimum GPA of 2.8. Furthermore, he/she/they must have completed one full term as an elected or appointed member of the Student Government Association.

**B. Executive Vice President** - The Executive Vice President shall assist the Student Body President in the overall leadership of the organization. The Executive Vice President shall support the Student Body President in developing relationships with other groups on campus to foster positive relationships.

**Responsibilities** – The Executive Vice President shall:

1. Serve as the official Speaker of the Senate;
2. Create the agenda and chair the Senate meeting of the Student Government Association;
3. Create the agenda and chair weekly meetings of the Student Government Association;
4. Preside over all Executive Cabinet meetings in the absence of the Student Body President;
5. Oversee the Caucus Chairs;
6. Attend Board of Trustees meeting(s) each semester to represent the Student Government Association.
7. Attend Faculty Senate meeting(s) to represent the Student Government Association.

**Qualifications** – The Executive Vice President must be a matriculated undergraduate student with a minimum GPA of 2.8. Furthermore, he/she/they must have completed one full term as an elected or appointed member of the Student Government Association.

**C. Vice President of University Affairs** –The Vice President of University Affairs shall be responsible for leading the Legislative Branch. He/she/they are responsible for the oversight of Academic Affairs Senators, Student Affairs Senators, Director of Outreach, and Legislative Branch Committees.

**Responsibilities** - The Vice President of University Affairs shall:

1. Set the agenda for Academic Affairs, Student Affairs Senators, and Committee members.
2. Disseminate issues and information to respective branch members;
3. Meet with each of his/her/their branch members at least once a month outside of Senate and weekly meetings;
4. Aid Senators in creating proposals;
5. Attend Board of Trustees meeting(s) each semester to represent the Student Government Association.

**Qualifications** – The Vice President of University Affairs must be a matriculated undergraduate student with a minimum GPA of 2.8. Furthermore, he/she/they must have completed one full term as an elected or appointed member of the Student Government Association.

**D. Vice President of External Affairs** - The Vice President of External Affairs shall be responsible for leading the External Branch. He/she/they are responsible for the oversight of the Programming Senators, Public Relations Senators, IT Senators, and External Branch Committees.

**Responsibilities** – The Vice President of External Affairs shall:

1. Set the agenda for Programming Senators, Public Relations Senators, IT Senator, and Committee members;
2. Meet with each of his/her/their branch members at least once a month outside of Senate and weekly meetings;
3. Attend or delegate the requirement to attend University Student Centers Programmer's Training;
4. Attend Board of Trustees meeting(s) each semester to represent the Student Government

- Association;
5. Oversee online presence (social media and website).

**Qualifications** - The Vice President of External Affairs must be a matriculated undergraduate student with a minimum GPA of 2.8. Furthermore, he/she/they must have completed one full term in the Student Government Association.

**E. Chief Justice** – The Chief Justice shall be responsible for leading the Judicial Branch.

**Responsibilities** – The Chief Justice shall:

1. Set the agenda for the Judicial Senators, Governmental Affairs Senators, and Committee Members;
2. Enforce the constitution, bylaws, and membership obligations;
3. Maintain accurate attendance records of SGA Senators;
4. Meet with his/her/their branch members at least once a month outside of Senate and weekly meetings;
5. Attend Board of Trustees meeting(s) each semester to represent the Student Government Association.

**Qualifications** - The Chief Justice must be a matriculated undergraduate student with a minimum GPA of 2.8. Furthermore, he/she/they must have completed one full term as an elected or appointed member of the Student Government Association.

**F. Advisor** - The advisor must be a full-time professional faculty or staff person, no part-time/salaried staff or graduate students may serve as the official advisor. The Student Government Association Advisor shall be the Executive Director of University Student Centers.

**G. Chief of Staff** – The Chief of Staff will be appointed by the Student Body President to assist him/her/they with administrative functions necessary to operate the organization. The Chief of Staff is a non-voting member of the Executive Cabinet and the Student Government Association.

**Responsibilities**- The Chief of Staff shall:

1. Maintain accurate minutes for Senate, weekly and Cabinet meetings for the Student Government Association;
2. Perform all administration tasks that the Student Body President needs assistance with;
3. Coordinate weekly emails to update Senators and Committee members on all upcoming events and all other pertinent information;
4. Determine bonding events for the Student Government Association;
5. Attend Board of Trustees meeting(s) each semester to represent the Student Government Association.

**Qualifications** - The Chief of Staff must be a matriculated undergraduate student with a minimum GPA of 2.8. Furthermore, he/she/they must have completed one full term as an elected or appointed member of the Student Government Association.

**H. Treasurer** - The Treasurer will be appointed by the Student Body President to serve as the official Treasurer. The Treasurer is a non-voting member of the Executive Cabinet and the Student Government Association.

**Responsibilities**- The Treasurer shall:

1. Maintain all accounts, budgets, allocations, expenditures, and audits;
2. Be responsible for the allocation of Student Government Association funds;

3. Record and maintain official records of all Student Government expenses, donations, etc.;
4. Will apply to be on the University Student Centers Allocation Board;

**Section 2. Legislative Branch:** The Legislative Branch shall consist of Academic Affairs Senators, Student Affairs Senators, and Committees. All Senators in the Legislative Branch have voting power in the Senate. The Legislative Branch shall represent student interests as members of the various committees within SGA. The Senate shall write the policies of SGA with the assistance of the Student Body President and Executive Vice President through resolutions, by-laws, and amendments. No resolution may violate a By-law or Amendment. No by-law may violate an amendment. The Senate shall confirm all SGA appointments as outlined in Article V, Section 1, and Section 2.

**A. Academic Affairs-** The Academic Affairs Senators shall be responsible for addressing all academic-related concerns and support activities to promote relationships with each of the nine colleges (College of Agriculture & Natural Resources; College of Arts & Sciences; Alfred Lerner College of Business & Economics; College of Earth, Ocean, and Environment; College of Education and Human Development, College of Engineering, College of Health Sciences, Joseph R. Biden Jr. School of Public Policy, and Honors College). Senators will serve as a conduit of information to and from their respective colleges. Nine (9) Academic Affairs Senators will be elected in the Spring. Academic Affairs Senators work directly with the Vice President of University Affairs.

**B. Student Affairs-** The Student Affairs Senators shall be responsible for addressing all other student concerns not previously mentioned and support activities to promote unity among the University community. All ten (10) Student Affairs Senators will be elected in the Spring to advocate for populations of students including, but not limited to: registered student organizations (RSOs), fraternity/sorority affairs, international students, and commuter students. Student Affairs Senators work directly with the Vice President of University Affairs.

**C. Student Athlete Senator-** The Student-Athlete Senator shall be responsible for addressing the concerns of the student-athlete community. The one (1) Student Athlete Senator will be appointed in the Fall and again in the Spring as a voting member of the Senate from the Student-Athlete Advisory Council to advocate for their fellow student-athletes and promote relationships between athletics and various administrative, faculty, and student divisions on campus. The Student-Athlete Senator will work directly with the Vice President of University Affairs.

**D. Associate of Arts Senators-** The Associate of Arts Senators shall be responsible for addressing student concerns in the Associates in Arts Program. The three (3) (Wilmington, Dover, Georgetown) Associate of Arts senators will be elected in the Fall as voting members of the senate to advocate for their fellow students and promote a relationship between students in the Associates in the Arts Program and administrative, faculty, and student divisions on campus. The Associate of Arts Senators will work directly with the Vice President of University Affairs.

**E. Directors of Outreach -** The (2) Directors of Outreach shall be responsible for assisting the Vice President of University Affairs in strengthening communications between the student government association, registered student organizations and administration. The Director of Outreach will serve as the liaison between campus organizations and the University Affairs Branch. The two (2) Directors of Outreach Senator will be appointed in the Fall and again in the Spring as voting members of the Senate. The Director of Outreach shall, but is not limited to; serve as the liaison between campus organizations and the Student Government Association; foster positive relationships with campus leaders; preside over any additional meetings that the Vice President of University Affairs cannot attend; oversee the Unified Caucus; create the agendas for the Unified Caucus meetings; will implement diversity, equity, and inclusion-focused initiatives; the Directors of Outreach will work directly with the Vice President of University Affairs.

**F. Sustainability Senator-** The Sustainability Senator shall be responsible for communicating with sustainability organizations and representing the student voice for sustainability. The one (1) Sustainability Senator will be appointed in the Fall to advocate for populations of students including, but not limited to: registered student organizations, fraternity/sorority affairs, international students, and commuter students. The Sustainability Senator works directly with the Vice President of University Affairs.

**G. Accessibility Senator-** The Accessibility Senator shall be responsible for contributing to accessibility efforts by benchmarking and communicating with Disability Support Services, Accessibility scholars, Spectrum Scholars, and students with disabilities to identify accessibility concerns, propose legislation, and bring these issues to administration. The one (1) Accessibility senator will be appointed in the Fall as a voting member of the Senate. The Accessibility Senator will work directly with the Vice President of University Affairs.

**Section 3. The External Branch:** The External Branch shall consist of Programming Senators, Public Relations Senators, IT Senators, and Committee Members. All Senators in the External Branch have voting power in Senate

**A. Programming-** The Programming Senators shall be responsible for planning and executing all major events for the Student Government Association. They shall attend or delegate the requirement to attend University Student Center Programmer's Training. The Executive Cabinet shall appoint three (3) Programming Senators in the Spring. Programming Senators work directly with the Vice President of External Affairs.

**B. Public Relations-** The Public Relations Senators shall be responsible for the marketing of all major Student Government Association business including but not limited to: Fall Elections, Spring Elections, Signature Events, SGA Meetings, and Forums. The Public Relations Senators shall maintain the SGA Website and Social Media, and serve as the primary contact with student media outlets. The Executive Cabinet shall appoint three (3) Public Relations Senators in the Spring. Public Relations Senators work directly with the Vice President of External Affairs.

**C. IT (Information Technology)-** The IT Senators shall maintain and be responsible for any updates or changes to the official Student Government Association Website. The IT Senators may also assist with any technological-related problems with official Student Government Association social media accounts. The Executive Cabinet shall appoint two (2) IT Senators in the Spring. The IT Senator works directly with the Vice President of External Affairs.

**Section 4. Judicial Branch:** The Judicial Branch shall consist of Judicial Senators, Governmental Senators, and Committee members. All Senators in the Judicial Branch have voting power in Senate

**A. Judicial Affairs-** The Judicial Branch shall consist of two (2) Judicial Affairs Senators who assist the Chief Justice in carrying out his/her/their duties. Judicial Affairs Senators will have the final determination as to the constitutionality of each by-law and resolution passed by The Senate. The Executive Cabinet shall appoint two (2) Judicial Affairs Senators in the Spring.

**B. Governmental Affairs-** The Governmental Affairs Senators shall be responsible for addressing all governmental-related concerns, and support activities to promote relationships with the City of Newark and the State of Delaware. They will also be responsible for bringing a report to each Senate meeting regarding all recent Newark City Council Meetings, of which they are required to attend two (2) per month and as needed. They are also required to attend Newark Partnership Meetings, for which one (1) Governmental Affairs Senator serves as a Board member, and both serve as

committee members. Governmental Affairs Senators are expected to represent the Student Government Association at least two (2) Newark Partnership events per semester. The Executive Cabinet shall appoint two (2) Governmental Affairs Senators in the Spring. Governmental Affairs Senators work directly with the Chief Justice.

**C. Faculty Affairs-** The Faculty Affairs Senator shall report to Chief Justice and attend Faculty Senate meetings with the Executive Vice President. They will be responsible for updating the general body on Faculty Senate happenings and bringing any business from our body to the Faculty Senate.

**Section 5. General Members** – All undergraduate students at the University of Delaware are eligible to be General Members of the Student Government Association. General Members can join committees of their choosing but do not have voting power in the Senate.

### **ARTICLE III. NON-DISCRIMINATION CLAUSE**

The organization agrees to adhere to all policies and procedures of the University and all local, state, and federal laws. Members will become acquainted with policies and procedures found on the University Student Centers website (<http://www.udel.edu/usc/policy.html>) and the Student Guide to Policies (<http://www.udel.edu/stuguide/>). This organization is viable, functioning, composed of at least six full time undergraduate students, and adheres to the University of Delaware's Non-Discrimination/Title IX policies (<http://www.udel.edu/aboutus/legalnotices.html>).

### **ARTICLE IV. ANTI-HAZING CLAUSE**

All members of the Executive Cabinet (the Student Body President, Executive Vice-President, Vice President of External Affairs, Vice President of University Affairs, Chief Justice, Treasurer, & Chief of Staff), Senators and General Members will become acquainted with policies and procedures found in the Student Guide to Policies (<https://www1.udel.edu/stuguide/22-23/index.html>). This organization is viable, functioning, composed of at least six full-time undergraduate students, and adheres to the University of Delaware's Hazing Policy (<http://www1.udel.edu/stuguide/16-17/code.html#hazing>). Hazing is defined as any action taken toward, or circumstance directed at, one or more students, which action or circumstance exposes such student(s) to unpleasant, harassing, embarrassing, degrading, or hazardous conditions, the endurance of which is intended to be a condition upon which the student(s) may become a member of, or participate with, any group, regardless of whether the group is recognized by the University or has been formally organized.

### **ARTICLE V. MEMBERSHIP EXPECTATIONS**

**Section 1. Attendance** - Attendance at the Student Government Association weekly meetings, Senate meetings, committee/branch meetings, workshop meetings, executive meetings (if applicable), and SGA-sponsored events are mandatory. If there is a scheduling conflict, members must notify the Chief Justice at least 48 hours in advance. Excused absences include, but are not limited to the following:

- Illness
- Family emergency
- Academic conflicts (ex: class, exam, etc.)
- Religious obligations
- Internships or career-focused obligations (ex: interviews, work, etc.)

Excuses will be reviewed on a case-by-case basis. If the excuse is not valid, the position-holding member will receive a strike. After the second strike, the member will meet with the Chief Justice to discuss and gather feedback on his/her/their performance.

After a third strike, the Chief Justice will promptly contact the position-holding member in question to discuss the situation. The member's case will be shared with the Executive Cabinet in which discussion regarding the member's future membership in the organization will be decided.

Any member who consistently has class, work, or any other valid excuse scheduled during SGA meeting times is responsible for submitting a bi-weekly status update to their respective branch leader as a way to ensure the member is staying engaged. The status update can take the form of an email, phone call, meeting, or any other suitable form of communication. Failure to submit a status update will result in an attendance strike.

**Section 2. Office Hours** - During semesters that the SGA office is fully functional, every member is required to spend at least one (1) hour in the designated office per week. The office hour requirement is an aspect of attendance, and failure to complete it without a valid excuse will result in a strike from the Chief Justice.

## ARTICLE VI. ELECTIONS & APPOINTMENTS

**Section 1. Fall Elections & Appointments** – Fall Elections should take place by the third week of October.

**A. Elections** - Senate elections are open to all full-time, matriculated, undergraduate students at the University of Delaware.

10 Student Affairs Senators

3 AAP Senators

*\*any unfilled elected positions from the Spring Elections will be handled at the discretion of the Executive Cabinet*

**B. Appointment** - The Student Body President shall make recommendations to fill any vacant seats after the Fall Election or if the need is warranted or through resignation. *(All recommendations for appointment must be confirmed by a 2/3 Senate vote.)*

If there are no current Associate in Arts Program students holding an AAP position, and/or that would be continuing on in the program to become Sophomores the next academic year, then those who are currently holding the position would be allowed to be involved in the interviewing process if that position need be appointed.

**Section 2. Spring Elections & Appointments** – Spring Elections should take place by the third week of April.

**A. Election** – Senate elections are open to all full-time, matriculated, undergraduate students at the University of Delaware. The Student Body President elections are open to all full-time, matriculated, undergraduate students at the University of Delaware who have completed one full term in the Student Government Association in an elected or appointed position. The Executive Vice President, Vice President of University Affairs, Vice President of External Affairs, and Chief Justice positions are open to all full-time, matriculated, undergraduate students at the University of Delaware who have completed one full term in the Student Government Association in an elected or appointed position.

Student Body President  
Executive Vice President  
Vice President of University Affairs

Vice President of External Affairs  
Chief Justice  
9 Academic Affairs Senators

**B. Appointment** - The Student Body President shall make recommendations to fill any vacant seats after the Spring Election if the need is warranted through resignation.

*(All recommendations for appointment must be confirmed by a 2/3 Senate vote.)*

1 Chief of Staff  
1 Treasurer  
2 Governmental Affairs Senators  
3 Programming Senators  
1 2 IT Senators  
3 Public Relations Senators  
2 Judicial Affairs Senators  
1 Faculty Affairs Senator  
2 Directors of Outreach  
1 Sustainability Senator  
1 Accessibility Senator  
1 Student-Athlete Senator

#### **ARTICLE VII. IMPEACHMENT**

The Student Government Association reserves the right to remove any member of the organization for violating the University of Delaware Code of Conduct, local or state laws, or membership obligations, pending a 2/3 majority vote. Motions for Impeachment must be submitted in writing to the SGA Advisor and Chief Justice at least ten business days before a regularly scheduled weekly Senate Meeting. The Judicial Branch, along with the assistance of the SGA Advisor, will hear all cases involving impeachment.

#### **ARTICLE VIII. MEETINGS**

**Section 1. Executive Cabinet** – The Executive Cabinet shall meet at least once a week during the Fall and Spring Semesters and by the University's Academic Calendar.

**Section 2. Legislative Branch** – The meeting schedule for committees within the Legislative Branch shall be set by the Vice President for University Affairs and held at least once a month.

**Section 3. External Branch-** The meeting schedule for committees within the External Branch shall be set by the Vice President of External Affairs and held at least once a month.

**Section 4. Judicial Branch** – The meeting schedule for committees within the Judicial Branch shall be set by the Chief Justice and held at least once a month.

**Section 5. Student Government Association Weekly Meetings** – All of the Student Government Association's voting members will meet at least once during the following months: September, October, November, December, February, March, April, and May for no longer than 120 minutes. Meetings may exceed 120 minutes with a 2/3rds majority vote.

**Section 6. Senate Meetings** – Senate Meetings will be scheduled during the following months: September, October, November, December, February, March, April, and May for no longer than 120 minutes. Meetings may exceed 120 minutes with a 2/3rds majority vote. Official Student Government Association business can



only be voted upon during these sessions.

#### **Article XI DISBURSAL OF ORGANIZATIONS ASSETS**

The University of Delaware shall inherit the assets of the Student Government Association should the group become defunct.

#### **ARTICLE X. DECISION-MAKING POLICY**

The Student Government Association shall vote on all major business and decisions. In order to carry, a simple majority (51%) is required, unless otherwise specified.

#### **ARTICLE XI. QUORUM**

In order to motion to vote on official Student Government business within the Executive Cabinet or the Senate, 2/3 of the seated members must be present.

#### **ARTICLE XI. CONSTITUTIONAL AMENDMENTS & BY-LAWS**

The Student Government Association reserves the right to create amendments to this Constitution and establish and maintain By-laws to further develop policies and procedures complementary to this constitution.

Amendments and By-laws must receive 3/4 majority votes to carry. All amendments and By-laws must be submitted to the Chief Justice five days prior to the regularly scheduled Senate and be shared with all voting members of the Association three days prior to the regularly scheduled Senate.

The Legislature, by majority vote, can pass By-Laws. A By-Law once passed becomes the official rule of the Student Government Association of the University of Delaware, and must be followed as any other Article of the Constitution would. Upon the passage of any new By-Law or Amendment, the Judicial Branch has ten days to update the official Constitution and/or By-Laws. The new By-Law or Amendment is not enacted until the Constitution and/or By-Laws are updated.

After the Student Body President receives a passed resolution, he/she/they has ten academic days to veto it. If no action is taken within ten academic days, the By-law or amendment is enacted. If the By-Law is vetoed the Senate can override the veto with a 3/5 vote.

#### **ARTICLE XII. RESOLUTIONS**

The Legislature can, by a majority vote, pass resolutions in a Senate session. Proposals shall be submitted to the entire cabinet five days before a Senate session, as well as all voting members three days prior to a Senate session. Any resolution not submitted to voting members and the Executive Cabinet prior to the five days before a Senate session will not be eligible for a legislative vote. Resolutions passed by the Senate and signed by the Student Body President will become the official position of the Student Government Association. Upon the passage of any new By-Law or Amendment, the Judicial Branch has ten (10) days to update the official Constitution and/or By-Laws. The new resolution, By-Law or Amendment is not enacted until the Constitution and/or By-Laws are updated.

The President may veto any resolution passed by the Senate. The President has ten (10) academic days to veto a resolution upon its passage. If no action is taken within ten (10) academic days, the resolution becomes official. Resolutions that the President vetoes may be overridden with a three-fifths (3/5) vote of the Senate and will become the official policy of the undergraduate government.

**Appendix A:**  
**Organizational**  
**Structure**



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TORI GLOVER, STUDENT BODY PRESIDENT

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JONATHAN HEZEL, EXECUTIVE VICE PRESIDENT

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JULIA LENCOVICH, VICE PRESIDENT OF EXTERNAL AFFAIRS

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JULIA HATOUM, VICE PRESIDENT OF UNIVERSITY AFFAIRS

---

ELLIOTT DOBSON, CHIEF  
JUSTICE

---

ALEX KEEN, SGA ADVISOR

---

TONY DOODY, SGA ADVISOR

---

SAMANTHA NAMMIT, CHIEF  
OF STAFF

---

JONATHAN HEZEL, TREASURER

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DATE