



THE CONSTITUTION OF THE AMERICAN UNIVERSITY STUDENT GOVERNMENT

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Article I. Name and Membership

- Section 1. The organization established herein this Constitution shall be the American University Student Government (abbreviated "AUSG").
- Section 2. Membership in the Government shall be open to all undergraduate students who have paid their Student Activity Fee.

Article II. Purpose

- Section 1. The purpose of AUSG shall be to advocate on behalf of and with, program for, and provide services for the Undergraduate Student Body ("Student Body"). AUSG shall serve as the primary representative of the Student Body.

Article III. Undergraduate Senate

- Section 1. The Vice President shall serve as the presiding officer of the Undergraduate Senate.
- Section 2. The Senate shall have the power to issue "Resolutions" for advocacy purposes or to make a statement, place a question before the Student Body through "Referendums," allocate funds and adopt a "Budget," pass "Amendments" to enact organizational changes, and hold Confirmation and Removal Hearings. Undergraduate Senators shall only be authorized to advocate on behalf of, or as a member of, the Student Government to American University when in coordination with an elected executive or explicitly empowered by the Senate.
- Section 3. The Senate shall be composed of thirty (30) Senators elected by the undergraduate student body.
- Section 4. The "Parliamentarian" shall be the sole non-binding advisory officer for Parliamentary Procedure and assist the presiding officer of the Senate. The Parliamentarian shall serve as an advisor on the Governing Documents to all members of Student Government. The Parliamentarian shall be responsible for the creation and maintaining of Senate agendas, meeting minutes, and record keeping (including Senate meeting attendance). The Parliamentarian shall be nominated by the Vice President, subject to simple majority confirmation of the Senate. The Parliamentarian may, at their discretion, author a "Parliamentary Advisory" as it pertains to Student Government procedure. The Parliamentarian shall attend all Senate meetings, and serve until they resign, are removed from office, or graduate, and shall not be required to be reapproved. When the governing documents are altered, the Parliamentarian shall be charged with updating the master copy of them and coordinating with the Secretary to publish them.
- Section 5. The removal of the Parliamentarian shall be confirmed by the Undergraduate Senate only after they are found to be in violation of the governing documents by the Judicial Board.
- Section 6. There shall be three (3) Standing Committees of the Senate: the Committee on Student Rights and Student Life, the Committee on Academics and Faculty Affairs, and the Committee on Equity and Title IX. There shall be one (1) Special Committee of the Senate: the Special Committee on Finance. The rules and regulations of the standing committees shall be defined by Bylaws.
- Section 7. All positions outlined within this article – with the exception of the Vice President and Parliamentarian – shall be considered voting members of the Undergraduate Senate. The President, Comptroller, Secretary, Executive Chief of Staff, Advisor, and the Parliamentarian of the Student Government as well as and the President of the Residence Hall Association (RHA) shall have full speaking privileges in the

Undergraduate Senate when permitted in the Bylaws, but shall not vote. Any other individual can be granted speaking rights with the consent of the body.

- Section 8. All Legislation and their amendments shall originate in the Senate or committee. If approved in committee by a two-thirds ($\frac{2}{3}$) majority, the Legislation shall be sent to the Senate where a majority approval is also required.
- Section 9. “Special Meetings” of the Senate may be called by a petition of a third ($\frac{1}{3}$) of the body or by the Vice President at any time provided forty-eight (48) hours notice. During special meetings no other business may be conducted outside of the meeting’s purpose.
- Section 10. The Senate may override a veto of the President through a two-thirds ($\frac{2}{3}$) vote of all Senators present.
- Section 11. All confirmations and elections votes shall be done by secret ballot; no other method for voting or consideration shall be allowed.

Article IV. Executive Officers

- Section 1. There shall be elected a President who shall serve as the Chief Advocacy Officer of AUSG. The President shall be responsible for advocating to the University on behalf of the Student Body, as enumerated in the bylaws. The President shall have the power to veto any bill. Any person may only be elected President in a regularly scheduled Spring election one time.
- Section 2. There shall be elected a Vice President who shall serve as the presiding officer of the Undergraduate Senate. Any person may only be elected Vice President in a regularly scheduled Spring election one time.
- Section 3. There shall be elected a Comptroller who shall serve as the Chief Financial Officer of AUSG. The Comptroller shall be the primary authority of the organization regarding its assets. Furthermore, they shall be responsible for managing all financial accounts of AUSG in the primary electronic student engagement platform, once the Student Government Budget has been approved through the legislative process. The Comptroller shall also be responsible for maintaining the Student Government financial records. All reconciliations, expenditures, and budget adjustments shall be subject to the funding principles and processes defined by the Bylaws. Any person may only be elected Comptroller in a regularly scheduled Spring election one time.
- Section 4. There shall be elected a Secretary who shall serve as the Chief Communication Officer of the Student Government. The Secretary shall be charged with management of communications, and administration of all non-financial services in the primary electronic student engagement platform. The Secretary shall have a Director of Programming. The Secretary shall be responsible for programming, including the planning of Town Halls. Any person may only be elected Secretary in a regularly scheduled Spring election one time.
- Section 5. The order of succession for all elected Executive vacancies shall be President, Vice President, Comptroller, and Secretary with the next ranked official after the vacant position serving in an Acting capacity. If there is a vacancy in the Secretary office, a Secretary Deputy will be Acting Secretary. There shall be a Special Election administered within thirty (30) days for an Executive vacancy. The highest ranking remaining elected Executive shall fulfill the responsibilities of the vacant officer until the election of the replacement.

- Section 6. The President and Vice President shall be jointly empowered to appoint persons to represent the Student Government where otherwise not defined, to fill any committees, or other capacities before American University or any other outside group where they are granted with the authority to do so.
- Section 7. Any person serving under an Executive established in this article may be removed by the officer(s) that nominated them. Any persons receiving stipends or subject to Senate confirmation may appeal their removal with the standard appeal process.

Article V. Undergraduate Councils

- Section 1. There shall be established one (1) Undergraduate Council for each University recognized school.
- Section 2. The Undergraduate Councils shall be responsible for establishing programming and advocating issues of concern to their constituencies. Undergraduate Councils shall advocate for issues that primarily and significantly affect their constituency, and shall coordinate with elected Campus-Wide Executives on campus-wide advocacy efforts,. Those who serve on Undergraduate Councils interested in campus-wide advocacy are encouraged to represent their Council on the relevant Senate Committee of interest.
- Section 3. The Undergraduate Councils shall be composed of one (1) President, one (1) Vice President, one (1) Treasurer, and one (1) Secretary.
- Subsection 1. There shall be elected a President of each Council who shall be the Council's Chief Programming Officer and may appropriate Departments and further leadership therein. The President shall be responsible for programming and serving as a liaison between that Council, the Student Body Vice President, and the Student Body President.
- Subsection 2. There shall be elected a Vice President of each Council who shall be the Council's Chief Advocacy Officer. The Vice President shall be responsible for advocating to the University on behalf of the school which they serve.
- Subsection 3. There shall be elected a Treasurer of each council who shall serve as the Council's Chief Financial Officer and deliver all necessary invoices to the Student Government Comptroller for their approval. Upon authorization from the Comptroller, the Treasurer of each council shall be empowered to make the formal financial request within the primary electronic engagement platform's Student Government section. The Comptroller shall subject these requests, and all others to the funding processes and principles detailed in the Bylaws.
- Subsection 4. There shall be elected a Secretary of each Council who shall be the Council's Chief Communications Officer. The Secretary shall be responsible for management of communications, and administration of all non-financial services in the primary electronic student engagement platform.
- Subsection 5. The line of succession for the Presidency within the Council shall be the Vice President, followed by the Treasurer, then the Secretary . The President of the Council shall nominate vacancies of other elected Council members subject to the consent of the Senate. If the entire membership of the council executive board is vacant the Vice President of Student Government shall nominate an Undergraduate Council President subject to the consent of the Senate.

- Section 4. Any person serving under an Executive established in this article may be removed by the officer(s) that nominated them. Any persons receiving stipends or subject to Senate confirmation may appeal their removal with the standard appeal process.

Article VI. Judicial Board

- Section 1. There shall be a Judicial Board (“Board”) that shall serve as the final authority on interpreting the Governing Documents.
- Section 2. There shall be seven (7) members, six (6) Associate Members and one (1) Chair, who may be any member of the Student Body jointly appointed by the President and Vice President and confirmed by the Senate by majority. Board members serve until removal from office, graduation, or resignation. Board members must remain impartial on all matters brought before them, except when rendering a decision.
- Subsection 1. In the absence of a Chair, the longest consecutive serving Board member shall temporarily fulfill their responsibilities. If several Board members share comparable levels of seniority they may decide the chair amongst themselves, or go alphabetically by last name.
- Subsection 2. Should there be two or fewer Board members, Board action cannot be taken.
- Subsection 3. The Governing Documents, in order of the precedence they must be considered in, are: the Constitution, Bylaws, Finance and Elections Policy Books, all previous rulings, and the Standard Code of Parliamentary Procedure.
- Section 3. The Student Government shall be prohibited from interpreting University policy, including the University Student Code of Conduct, Title IX Sexual Harassment Policy, the Discrimination Policy, and Non-Sexual Misconduct Policy.

Article VII. Removal and Appeal

- Section 1. All members of the Student Government may be removed by a two-thirds ($\frac{2}{3}$) majority vote of the Senate upon introduction by twenty (20) percent of present Senators [on some level of grounds] or by a recall as described in the Bylaws.
- Section 2. All members of the Student Government may appeal any removal or suspension not initiated by a vote of the Senate, upon the introduction by twenty (20) percent Senators within two weeks of the member’s dismissal. The member shall be reinstated by a two-thirds ($\frac{2}{3}$) majority vote of the Senate. This shall be the standard appeal process.

Article VIII. Finances

- Section 1. Funding for the Student Government shall be initially allocated by the relevant University office(s) through the Student Activity Fee. Funding shall be further allocated by the Senate. Once funding is allocated, the Comptroller and other financial executives shall be responsible for carrying out the allocations and the Special Committee on Finance may make adjustments.
- Section 2. All spending must be beneficial to the general student body or be necessary for Student Government operations. Additionally, all spending must be in accordance with the University regulations on the Student Activity Fee.

- Section 3. The Student Government shall maintain a Reserved Account comprised of all unspent funds from prior budget cycles. There shall always be a minimum of twenty-five thousand (25,000) dollars in the Reserve Account. Excess funds may be allocated by the Senate by a majority vote.

Article IV. Meeting

- Section 1. All members of the Student Government shall not be required to conduct business or meet during Finals week, Fall Break, Thanksgiving Break, Winter Break, Spring Break, Summer Break, and all Federal holidays.
- Section 2. Relevant University offices may require trainings or retreats for members of the Student Government with the majority approval of the Senate and if adequate notice is provided about the requirement prior to a candidate's election or nomination.

Article X. Elections

- Section 1. All undergraduate students may vote in Student Government Elections.
- Section 2. The "Elections Administrator" shall be responsible for the administration of the elections, be the primary point of contact regarding elections, and proactively handle potential elections violations. The Elections Administrator shall be jointly nominated by the President and Vice President, subject to the majority confirmation of the Senate. Elections for the American University Student Government shall take place through two (2) electoral cycles, one (1) in the Fall Semester and one (1) in Spring Semester each year. The Election of the Executive Officers, Undergraduate Councils, and 28 Senators shall take place in the Spring. The Election of the 2 Senators representing the freshman class along with the Election to fill any vacancies shall take place in the Fall.

Article XI. Referendums and Amendments

- Section 1. Referendums may be placed on the ballot by a two-thirds ($\frac{2}{3}$) vote of the Senate or a petition from 5% of undergraduate students. Referendums may not amend this Constitution.
- Section 2. Amendments to this Constitution and the Bylaws may be proposed once a semester by The Special Committee on the Governing Documents. All members of AUSG must be informed of proposed Amendments one week prior to its consideration. All Amendments to any governing documents must be ratified by two-thirds ($\frac{2}{3}$) of Senators and two-thirds ($\frac{2}{3}$) of all elected and appointed members of Student Government.

Article XII. Center Student Involvement

- Section 1. The role of the faculty advisor shall be to ensure that all members of Student Government do not violate University policies and applicable federal and local laws. They may also serve as a mediator for Student Government related conflicts at the request of one or more of the relevant parties. All Undergraduate Senate Committee Chairs, Undergraduate Councils, and AUSG Executives must provide a Semesterly Report to the faculty advisor.
- Section 2. In order to serve in AUSG, individuals must maintain a certain grade point average and the Center for Student Involvement will run grade checks on all members of Student Government to ensure that all members meet that requirement.

- Section 3. Membership in a registered student organization must be open only to AU students, and any student must be able to join
- Section 4. American University student organizations shall not discriminate in membership on the basis of race, color, national origin, religion, sex, pregnancy or parenting, age, sexual orientation, disability, marital status, personal appearance, gender identity and expression, family responsibilities, political affiliation, source of income, veteran status, an individual's genetic information, or any other bases under applicable federal and local laws and regulations ("Protected Bases") in its programs and activities.
- Section 5. Student organizations must abide by all University policies. Student organizations cannot manage, investigate, or address any component of potential Student Conduct or Equity / Title IX violations. Students are encouraged to report these concerns to the appropriate offices
- Section 6. If a student organization becomes defunct, is no longer recognized, or separates from the university for more than 2 years, the Center for Student Involvement, with approval from the AVP for Student Engagement, may allocate any remaining fundraised funds to purposes that closely align with the original organization's mission.