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Mansfield University of Pennsylvania

Student Government Association

Bylaws

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Student Government Association

Bylaws

# Article I. The Senate

## Section 1: Senate.

1. The legislative body of the Student Government Association, hereafter referred to as SGA, will be the Senate.
2. The Senate shall have the final decision making powers regarding the business of SGA unless otherwise stated.
3. The Senate shall function as a unifying entity for all student organizations.
4. All Senators are required to serve on at least two committees, and are given the opportunity to choose from either an SGA or University Committee.
5. Prior to becoming a Senator, all interested parties must complete the application and submit it to the Parliamentarian before the weekly business meeting. The perspective senator will then be approved by a majority vote.

## Section 2: The Delineation of Senate and House of Representatives Duties and Responsibilities.

1. To promote the participation of the student body in the business of Student Government.
2. Actively discuss and seek opinions regarding the business of SGA.
3. Represent the interests of their constituencies for the duration of their office.
4. Aid in the orderly business of SGA.
5. Assist any Senator in adjusting to the performance of his/her duties and work to maintain good morale within the Senate.
6. All representatives are required to serve on at least one committee, and are given the opportunity to choose from either an SGA or university committee.
7. Fulfill any other appropriate duties designated by the SGA President and/or Executive Board.
8. Prior to becoming a Representative, all interested parties must complete the application and submit it to the Parliamentarian before the weekly business meeting. The perspective organization seeking representation will then be approved through a 2/3 vote.
9. Any person looking to fill the seat of an organization that has already been approved to have a seat in the House of Representatives must submit their name to the Parliamentarian before the weekly business meeting and then will be approved to represent their organization by a majority vote.

## Section 3: Executive Board Duties.

### President:

* 1. Preside at all Student Government Association and Senate meetings.
  2. Represent Student Government Association at all public functions or designate a Member of the Executive Board in the event that he/she is unable to be present.
  3. Coordinate and oversee the operation of Student Government Association and Senate committees and the Senate as a whole.
  4. Serve on the Committee on Finance and CCSI Board of Directors.
  5. Attend all Mansfield University Board of Trustee meetings.
  6. Submit a plan of action and intent to the Senate and Student Government at the first meeting as President, make periodic updates, and do a final report at the last meeting as President.
  7. Check the SGA email and respond to any questions, comments, concerns, or complaints relating to students, SGA, the University, and student organization matters.
  8. Meet with student organizations’ counterparts at least once per semester.

### Vice President:

* 1. Assist any Senator in adjusting to the performance of his/her duties and work to maintain good morale within the Senate.
  2. Be in charge of all recruitment in regards to SGA.
  3. Any other duties as assigned by the SGA President, Executive Board, or Senate.
  4. Serve as Chairperson of the Spirit Committee:

1. Provide written committee reports to the SGA Secretary.

ii. In charge of the “Mountie” Mascot.

* 1. Must serve on at least one university committee.
  2. Keep a record of the current committees that the members of the Senate are serving on.

### Treasurer:

* 1. Keep accurate and current records of all Student Government funds.
  2. Report the financial status of the organization including the Committee on Finance at every meeting of the Senate.
  3. Any other duties as assigned by the SGA President, Executive Board, or Senate.
  4. Serve as Chairperson of the Committee on Finance:

1. Provide a written committee report to the SGA Secretary.
2. Check the COF email and handle any questions, comments, concerns, or complaints relating to COF or student organization financial matters.
   1. Give committee reports at all Senate meetings.
   2. Must serve on at least one university committee.
   3. Meet with COF advisor biweekly.
   4. Meet with the SGA advisor when requested.

### Director of Public Relations:

* 1. Promote all events that are sponsored by the Student Government Association by any means necessary..
  2. Any other duties as assigned by the SGA President, Executive Board, or Senate.
  3. Serve as Chairperson of the Public Relations Committee:

i. Provide a written report to the SGA Secretary.

* 1. Must serve on at least one university committee.

### Secretary:

* 1. Take roll at all Senate meetings and report on attendance.
  2. Record accurately and distribute the minutes of all Student Government and Senate meetings at least two days before the next SGA meeting.
  3. Responsible for collecting and archiving all committee reports and Senate minutes.
  4. Any other duties as assigned by the SGA President, Executive Board, or Senate.
  5. Check the SGA email and respond to any questions, comments, concerns, or complaints relating to students, SGA, the University, and student organization matters.

### Parliamentarian:

* 1. Read and be responsible for reporting the SGA Constitution, Bylaws, and Robert’s Rules of Order at all SGA and Senate meetings.
  2. Acquaint himself/herself with the newly revised Robert’s Rules of Order and present any changes to SGA
  3. Assist in the orderly conduct of SGA and Senate meetings.
  4. Create applications for and chair all discussions on membership of either the Senate or the House of Representatives.
  5. Any other duties as assigned by the SGA President, Executive Board, or Senate.
  6. Serve as Chairperson of the Administration Committee.
  7. Provide written committee reports to the SGA Secretary.
  8. Must serve on at least one university committee.

### Director of Information and Technology:

1. The duties of the Director of Information and Technology will be as such:
2. Maintain an active website containing vital information such as but not limited to:
3. Weekly minutes.
4. Student Government contact information.
5. Maintain student organization page.
6. Constitution and Bylaws.
7. News and information.
8. Any other duties as assigned by the SGA President, Executive Board, or Senate.
9. Provide written committee reports to the SGA Secretary.
10. Must serve on at least one university committee.

## Section 4: Attendance Policy:

A. Two (2) unexcused absences are permitted per semester.

B. Three (3) excused absences are permitted per semester.

C. Violations of the attendance policy for whatever reason will result in the immediate suspension of the offender from the Senate for the remainder of the current semester. Doing so the following semester will result in impeachment.

1. All absences must be emailed to the Secretary at least one hour in advance of the weekly business meeting. It is at the discretion of the Secretary whether their absence is excused or not.

D. Two missed committee assignments/meetings per semester will count as one Senate meeting absence.

# Article II. Student Government Association Committees

## Section 1: SGA Committees:

1. The Committee on Finance (C.O.F.).
2. Administration Committee.
3. Public Relations Committee.
4. MU Crew.
5. Campus Activities Board.

## Section 2: Functions of the Student Government Association Committees are as follows:

#### *The Committee on Finance*:

* 1. The Function of this committee shall be to assist SGA in the supervision of the collection, retention, and expenditure of Student Activity Fee funds in cooperation with the President of the University as authorized in Act 188 and to carry out this function in accordance with Board of Governors Policy 1983-03.
  2. The committee shall prepare and present to the Senate an annual budget based on the allocation of the student activity fees. This budget shall be approved by a simple majority vote of the Senate and then submitted to the President of the University to be reviewed and approved.
  3. As sanctioned by Policy 1983-03, SGA (thus, the Committee on Finance) must give due consideration to all budget request from organizations and activities that are officially recognized by SGA but may not entertain request from other organizations.
  4. All allocations exceeding $1,000 are subject to the approval of a simple majority vote of the Senate.
  5. The committee shall hold hearings when necessary in preparation of the annual budget and to assure the proper use of the student activity fee funds.
  6. The membership of the committee shall consist of the Treasurer, six Senators, and nine at-large members. The six senators shall be selected by the SGA Executive Board and approved by the Senate with a simple majority vote.
  7. The Treasurer will chair the Committee on Finance.
  8. Further information may be found in the Committee on Finance Policy Manual and Committee on Finance Bylaws.

#### *Administration Committee*:

* 1. The function of this committee shall be to supervise all elections of SGA and suggest revisions and amendments to the Constitution and Bylaws to improve the efficiency of the Senate.
  2. Both the Constitution and Bylaws must be reviewed annually.
  3. All grammatical and spelling changes to the Constitution and Bylaws shall be at the discretion of this committee. Any and all corrections will be presented to the SGA body by the Parlimentarian.
  4. The Parliamentarian will chair the Administration Committee.
  5. The committee will submit a budget to the Treasurer.

#### *Public Relations Committee*:

* 1. The function of this committee shall be to inform anyone concerned, within or outside the campus community, of all the Senate meetings, affairs, concerns, and actions of SGA. Also, this committee is to keep all students aware of activities that are funded by student activities fees and Student Government Association events.
  2. The committee shall make one newsletter bi-weekly and ensure that it is properly delivered to the campus community.
  3. This committee shall use any means necessary to promote SGA related events and to promote the Student Government Association to the campus community.
  4. The Director of Public Relations will chair the Public Relations Committee.

#### *MU Crew*:

* 1. The function of the MU Crew shall be to promote school spirit and pride in the student body.
  2. The Vice President will chair MU Crew.
  3. MU Crew will work in conjunction with the Committee on Programming to develop strategies to promote school spirit at all programming events.

#### *Campus Activities Board*:

* 1. The function of the Campus Activities Board shall be to target student interests for events. The goal is to get all student voices to see what the students on campus really want.
  2. This committee shall put on at least 2 events per semester.
  3. The President will appoint a chair for the Campus Activities Board.

1. All committees of SGA shall comply with the rules, regulations, and orderly business as laid out within Robert’s Rules of Order.
2. Members of Senate standing committees shall be appointed by the Vice President at the first Senate meeting after taking office.

***(Move to the front of the Committee Section)***

# Article III. University Standing Committees

## Section 1: University Senate Standing Committees:

1. Academic Affairs:
2. General Education Subcommittee.
3. Library Advisory.
4. Academic Planning.
5. Student Affairs and Admissions Committee:
6. Administrative Affairs and Elections.
7. University Senate
8. CCSI
9. Tech Committee
10. The Executive Board shall fill all University Standing Committee assignments. These assignments will be appointed to the Executive Board by the President.
11. In the event that the Executive Board cannot fill all University Standing Committees, the President will appoint Senate members to the committees.

# Article IV. Recognition of Student Organizations and Activities

## Section 1: Attaining SGA Recognition.

1. Recognition of organizations and activities by the Senate shall be for the sole purpose of becoming eligible, according to policy 1983-03, to use student activity fee funds.
2. To be officially recognized by SGA, an organization must:
3. Currently be recognized by the University.
4. Exhibit sound organizational structure and provide documentation of such to the Senate.
5. Be in compliance with all appropriate rules and regulations of the PA State System of Higher Education as well as government laws and regulations.
6. If at any time an organization or activity no longer meets the criteria in section 2, it will automatically lose its SGA recognition and will need to reapply. The Committee on Finance shall be responsible for maintaining a list of recognized organizations and activities.
7. Active clubs and organizations that has been recognized less than a calendar year may receive more than total of $1000.00 through allocation request if SGA grants exception. The exception requires the proposal from the club seeking to receive a waiver and 1/2 vote of the SGA body.
8. Receiving the wavier does not excuse an organization or club from adhering to the restriction of $1000.00 in the future until they reach a full calendar year of activity. Every future request until the maturity must go through SGA before COF can entertain the request.
9. Every motion that has been waived must return to SGA for final approval. This demands 1/2 of SGA body.

# Article V. Expenditure of Senate Funds

## Section 1: Expenditure Guidelines.

1. Student Activity Fee funds allocated by COF shall be expended according to the policies regarding the student activity funds fee.
2. All requests for funds by organizations or activities other than SGA shall be referred to COF.
3. All international travel will be entertained only at the annual budget hearing. No international travel request will be entertained outside of budget hearing by COF.

# Article VI. Elections

## Section 1: Election Regulations.

1. Elections for the Student Government Association will be held the first week of April annually.
2. Annual elections shall be supervised by the Administration Committee. Candidates in an election may not staff voting locations or assist in the tallying of the ballots.
3. All members of campus who pay the student activity fee shall be eligible to vote in the April elections. At the time of the April elections, the President, the Vice President, , Parliamentarian, Secretary, Director of Public Relations, Director of Information and Technology, and any Senators that wish to remain during the next academic year shall be elected from the eligible membership of the student body. An individual may not run for both President and Vice President.
4. The highest finishing candidate for a position shall be considered the winner of that position regardless of the number of votes received. In the event of a tie, the Senate shall vote to determine the winner.
5. There will be a one-week transition period for current Executive Board members to transition the new Executive Board into their new roles. In the event that budget hearings for the Committee on Finance have not taken place by the time of the new Executive Board’s installation, the prior Treasurer and President shall sit in and preside over Committee on Finance budget hearings.
6. The candidates of President and Vice-President will submit their preferences on who they wish to serve on the executive board to the SGA body prior to the election of the executive board.
7. During the last COF meeting in March, the meeting prior to the SGA election, COF must vote to approve the candidates for Treasurer through a simple majority vote. A candidate for Treasurer who does not receive a simple majority in COF will be unable to run for office.

# Article VII. Vacancies

## Section 1: Guidelines for SGA Vacancies.

1. Upon the creation of a vacancy in the office of President, the Vice President shall immediately assume the office of President.
2. Upon the creation of a vacancy in the office of Vice President, the Senate shall call upon the President to appoint, with approval, a new Vice President from the Senate.
3. Upon the creation of a vacancy in an Executive Board position, the Senate shall call upon the President to appoint, with its approval, a new officer from the body of the Senate.
4. Upon the creation of a vacancy in a House of Representatives position the Senate shall call upon the President of that organization to appoint an individual to represent their organization. The representative must be approved by a simple majority of the senate.

**Section 2**: Executive Board Removal

1. In an instance wherein, the entire executive board of the Student Government Board should resign, or be removed, the senior most senator will act as the interim-President until a new executive board is elected.
2. In an instance wherein, the entire executive board of the Student Government Association should resign, or be removed, the elections for a new executive board will be held at the next available Student Government Association meeting.

# Article VIII. Senate Meetings and Voting Procedures

## Section 1: Protocols.

1. All meetings of the Senate shall be chaired by the SGA President or in case of his/her absence, the highest-ranking member of the Executive Board present.
2. Meetings shall follow an established agenda. Items not on the agenda shall be discussed at the discretion of the Senate.
3. Meetings shall begin at 6:00p.m., ending no later than 7:30p.m.
4. The agenda below shall be the agenda for all Senate meetings:
5. Call to order.
6. Roll call, announcement of quorum, attendance policy report.
7. Approval of the Senate Minutes from the previous meeting.
8. Officer reports:
   1. President.
   2. Vice President.
   3. Treasurer.
   4. Director of Public Relations.
   5. Secretary.
   6. Parliamentarian.
9. Senate Committees:
   1. The Committee on Finance.
   2. Administration Committee.
   3. Spirit Committee.
   4. Community Service and Campus Beautification Committee.
10. University Senate Committees:
    1. Academic Affairs:
       1. General Education Subcommittee.
       2. First Year Experience Subcommittee.
    2. Information Technology.
    3. Library Advisory.
    4. Academic Planning.
    5. Student Affairs and Admissions Committee:
11. Advising Resource Group.
    1. Administrative Affairs and Elections.
    2. C.C.S.I. Board of Directors.
12. Old Business.
13. New Business.
14. Senator Comments
15. Faculty Representative comments.
16. Advisor comments.
17. Announcements
18. Public Q&A
19. Adjournment.

# Article IX. Definitions

## Section 1: Defined Terms.

1. Senator: A Mansfield University student who pays the Student Activity Fee and has been elected into the Senate.
2. Senate:Approved members of Student Government Association including Senators and Members of the House of Representatives
3. Student Government Association: The Mansfield University Student Government Association was created by and for the students. Our mission is for students to serve students. Student Government conducts its business and engages in projects that are dedicated to advancing the overall quality of the total learning experience.
4. Quorum: 1/2majority of the current Senate body, includes the executive board.
5. 2/3 vote: a vote where at least 2/3 of the non-abstaining votes cast are in favor of the motion.

# Article X. Revisions

## Section 1: Revisions Record.

1. Revised 5/7/13. Defined Executive Board duties in Article I, Section 3A, B, C, D, E, and F. Created the Executive Board position of Director of Information and Technology in Article I, Section 3G.
2. Revised 9/3/13. Committee on Programming replaced with Committee on Fundraising in Article III, Section 2, B.
3. Revised 10/8/13. Removal of Sections C and D from Article VI. Expenditure of Senate Funds.
4. Revised 9/30/14. Revision of Article I Section 3, A-3, B-3, C-3, D-3, E-3, F-3, G-3.
5. Added (10/3/16). ***Article VIII***: Senate Meetings and Voting Procedures, ***Section 1***: Protocols, and ***Subsection C***., which specifies the time to which meetings shall commence and end. This provision was formally voted upon and approved under the 2015/2016 Parliamentarian Ben Wagner, and incorporated in by-laws under the 2016/2017 Parliamentarian Tyree K. Andrews.
6. Added (10/3/16). ***Article II***: Student Government Association Committees, ***Section 2(B)***: Functions of the Student Government Association Committees, ***Subsection 3***: Administration Committee, which grants the administration committee the authority to rectify all and any grammatical and spelling mishaps detected in the SGA Constitution and By-laws. This provision was formally voted upon and approved under the 2015/2016 Parliamentarian Ben Wagner, and incorporated in by-laws under the 2016/2017 Parliamentarian Tyree K. Andrews.
7. Added (3/28/17). ***Article I:*** The Senate, ***Section 1(C):*** Which requires all senators to serve on at least to SGA or University Committees. This provision was formally voted upon and approved under the 2017 Parliamentarian Jared M. Holmes.
8. Added (3/28/17). ***Article I:*** The Senate, ***Section 1(E):*** Which creates specific guidelines for the application and voting procedures of anyone wishing to become a Senator of SGA. This provision was formally voted upon and approved under the 2017 Parliamentarian Jared M. Holmes.
9. Removed (3/28/17). ***Article I:***The Senate, ***Section 2(G-J):*** Which required all Senators and Representatives to have, in their possession at every meeting, the SGA Constitution and Bylaws, the COF Policy Manual, and the COF Bylaws. This provision was formally voted upon and approved under the 2017 Parliamentarian Jared M. Holmes.
10. Added (3/28/17). ***Article I:*** The Senate, ***Section 2(H-I):*** Which creates specific guidelines for any organization that wished to have a seat in the House of Representatives and for any person that wishes to fill that seat. This provision was formally voted upon and approved under the 2017 Parliamentarian Jared M. Holmes.
11. Revised (3/28/17). ***Article I:*** The Senate, ***Section 3(A):*** President, ***Subsection 7:*** Which requires a Member of the Executive Board to represent SGA at any public function or event in the case that the President cannot attend. This provision was formally voted upon and approved under the 2017 Parliamentarian Jared M. Holmes.
12. Revised (3/28/17) ***Article I:*** The Senate, ***Section 3(D):*** Secretary, ***Subsection 6:*** Which now requires the secretary to send out the minutes at least two days before the weekly business meeting. This provision was formally voted upon and approved under the 2017 Parliamentarian Jared M. Holmes.
13. Revised (3/28/17) ***Article I:*** The Senate, ***Section 3(D):*** Secretary, ***Subsection 10:*** Which now requires the secretary to keep track of the office hours kept by the Executive Board and report when they are not being upheld. This provision was formally voted upon and approved under the 2017 Parliamentarian Jared M. Holmes.
14. Revised (3/28/17) ***Article I:*** The Senate, ***Section 3(F):*** Parliamentarian, ***Subsection 6:*** Which requires the Parliamentarian to present any and all changes to Robert’s Rules of Order to SGA. This provision was formally voted upon and approved under the 2017 Parliamentarian Jared M. Holmes.
15. Added (3/28/17) ***Article I:*** The Senate, ***Section 4(C):*** Attendance Policy, ***Subsection 1:*** Which requires all absences to be submitted to the Secretary at least one hour before the weekly business meeting and grants he/she the power to accept or deny the excuse. This provision was formally voted upon and approved under the 2017 Parliamentarian Jared M. Holmes.
16. Removed (11/28/17) ***Article I:*** The Senate**, Section 3 (A1-4, B1-4, C1-4, D1-4, E1-4, F1-4, G1-4, H)** These sections described the stipend payments which the e-board would receive, and described the requirements for e-board office hours. Due to a vote conducted by the student body, the SGA e-board lost their stipends, and the SGA body decided that having required office hours without stipends wasn’t feasible.
17. Added (11/28/17) ***Article V:*** Expenditure of Senate Funds, **Section 1(C)** Which requires all COF requests over the threshold of $1,000.00 to have representation from the organization requesting the funds present at the SGA meeting in which it is being discussed.
18. Revised (11/14/17) ***Article VIII:*** Senate Meetings and Voting Procedures, **Section 1(H, I, J, K, L, M)** Rearranged subsections H through M. Added subsections H. Senator Comments, moved K. Announcements to after Advisor comments. Also changed Public comments to Public Q&A.
19. Added (11/28/17) ***Article VI:*** Elections, **Section 1, Subsection F**, “The candidates of President and Vice-President will submit their preferences on who they wish to serve on the executive board to the SGA body prior to the election of the executive board.”
20. Revised (11/28/17) ***Article VI:*** Elections, **Section 1, Subsection C**. Added “Parliamentarian, Secretary, Director of Public Relations, Director of Information and Technology”
21. Added (11/28/17) ***Article VI:*** Elections**, Section 1, Subsection G**. “During the last COF meeting in March, the meeting prior to the SGA election, COF must vote to approve the candidates for Treasurer through a simple majority vote. A candidate for Treasurer who does not receive a simple majority in COF will be unable to run for office.
22. Removed (2/27/18) ***Article I:*** Senate, **Section 3, Subsection B, Subsection C, Subsection D, Subsection E, Subsection F,** “Meet with student organizations’ counterparts at least once per semester.”
23. Removed (2/27/18) ***Article I:*** Senate, **Section 3,** **Subsection B, Subsection D, Subsection E, Subsection F,** “Meet with the SGA Advisor on a bi-weekly basis.”
24. Added (2/27/18) ***Article VII:*** Executive Board Removal, **Section 2, Subsection A**  “In an instance wherein, the entire executive board of the Student Government Board should resign, or be removed, the senior most senator will act as the interim-President until a new executive board is elected.”
25. Added (2/27/18) ***Article VII:*** Executive Board Removal, **Section 2, Subsection B** “In an instance wherein, the entire executive board of the Student Government Association should resign, or be removed, the elections for a new executive board will be held at the next available Student Government Association meeting. “
26. Added (3/6/18) ***Article I:*** Senate, **Section 2, Subsection C, 7** “Meet with COF advisor biweekly”
27. Added (3/6/18) ***Article:*** Senate, **Section 3, Subsection C, 8** “Meet with SGA advisor when requested”
28. **Revised** (9/24/18) **Article I: Section 3A** Delete: “1.Provide written officer reports to the SGA Secretary 24 hours before each SGA Senate meeting. 8. Check the SGA email and respond to any questions, comments, concerns, or complaints relating to students, SGA, the University, and student organization matters.9.Any other duties as assigned by the SGA Executive Board or Senate.10. Meet with student organizations’ counterparts at least once per semester.”
29. Revised (9/24/18) **Article 1: Section 3B:** Delete: 5 Serve as Chairperson of the Programming Committee: i. Provide written committee reports to the SGA Secretary. 6 Give Committee Reports at all Senate Meetings. ADD Article 1 Section 3B, 5. Keep a record of the current committees that the members of the Senate are serving on.
30. Removed (9/24/18) **Article 1 Section 3D:** Delete: 2. Create a calendar of all campus wide events that are funded by student activity fees. 3. Prepare weekly press releases.
31. Revised (9/24/18) **Article 1 Section 3E:** Delete: 3.Post and distribute a phone and email list of the current Senate and Executive Board members. 4. Keep a record of the current committees that the members of the Senate are serving on.6. Monitor office hours of the Executive Board and report when the hours have not been upheld/met. Add: 5. Check the SGA email and respond to any questions, comments, concerns, or complaints relating to students, SGA, the University, and student organization matters.
32. Removed (9/24/19) **Article 1 Section 3G:**  Delete: a. Senate roster. c. Office hours. f. Committee rosters. i. Calendar of campus wide events sponsored by student activities fees ii Serve as Chairperson of the Research and Development Committee.
33. Revised (9/24/18) **Article II Section 2A: A.** The Committee on Finance (C.O.F.).B. Administration Committee. C. Public Relations Committee. D. MU Crew. E. Campus Activities Board .
34. Removed (9/2418) **Article II Section B 5.** The committee will submit a budget to the Treasurer.
35. Revised (9/24/18) **Article II Section 2C 2,5:** 2. The committee shall make one newsletter bi-weekly and ensure that it is properly delivered to the campus community. Delete 5. The committee will submit a budget to the Treasurer.
36. Revised (9/24/18) **Article II Section 2D:** MU Crew
37. Revised (9/24/18) **Article II Section 2E:** Campus Activities Board
38. Revised (9/24/18) **Article III Section 1 A-F:** A. Academic Affairs Committee B. General Education Subcommittee. C. Library Advisory. D. Academic Planning. E. Student Affairs and Admissions Committee: F. Administrative Affairs and Elections.
39. Revised (2/21/19) **Article IV Section 1 B4, C**: DELETE- Formally petition the Senate for recognition. C. Upon receiving a petition for recognition, the Senate shall review the petition for a period of one week or more before taking further action. Recognition may then be approved by a 2/3 vote of the Senate.
40. Revised (2/21/19) **Article IV Section 1 D,E,F**: ADD- D. Active clubs and organizations that have been recognized for less than a calendar year may receive more than total of $1000.00 through allocation request if SGA grants an exception. The exception requires the proposal from the club seeking to receive a waiver and 1/2 vote of the SGA body. E. Receiving the wavier does not excuse an organization or club from adhering to the restriction of $1000.00 in the future until they reach a full calendar year of activity. Every future request until the maturity must go through SGA before COF can entertain the request. F. Every motion that has been waived must return to SGA for final approval. This demands 1/2 of SGA body.
41. Revised (2/21/19) **Article V Section 1 C**: ADD- All international travel will be entertained only at the annual budget hearing. No international travel request will be entertained outside of budget hearing by COF