Armstrong State University
Student Government Association ByLaws

Revised 12-16-15

ARTICLE 1
RULES AND REGULATIONS

The Student Senate is established as the legislative branch of the Student Government Association (SGA) of Armstrong State University as per Article III of the SGA Constitution and shall carry out those duties assigned it in governing the student body.

Section 1
Rules of Order:
The Student Senate shall be governed by the rules herein established. Procedurally, the Senate Meetings will be conducted as follows:
1. Call to Order
2. Roll Call
3. Approve Minutes
4. Approve Agenda
5. Open Discussion
6. Old Business
7. New Business
8. Exec reports
9. Adviser Reports
10. Committee Reports
11. Announcements
12. Adjournment

Open Discussion:
During Senate meetings, an opportunity for open discussion shall occur. This period of Open Discussion will (1) follow Committee Reports and precede Old Business, (2) allow for the rules of order to naturally and automatically be suspended during open discussion and in the same manner be reinstated following, and (3) be limited to 15 minutes, with incremental 5 minute extensions available at the discretion of the Vice President. {The Committee Reports and} Open Discussion of the last Monday for each month shall be substituted for the committee meetings in which Open Discussion will be suspended altogether for the duration of the session in order to allow committees to convene for fifteen (15) to thirty (30) minutes, with an incremental five (5) minute extension available at the discretion of the Vice President.

Section 2
Meetings:
The first Senate meeting shall be held at 12:15pm on the first Monday of each semester. [The meetings will alternate to committee meetings on the last Monday of each month.] If the Senate cannot arrive at a consensus for a meeting time or place, the Vice President shall prescribe a time. The Student Body may obtain information regarding meeting days, times, and locations from the Student Union and Activities office. The Senate will meet during the semester as necessary. All Senate and Senate Committee meetings shall be open to the public regardless of the nature of the business at hand.

### Section 3

**Attendance:**

Senators are expected to attend Senate meetings as well as Standing Committee meetings. Senators shall not be absent up to four Senate meetings and up to four Standing Senate Committee meetings per semester except excused absences.

Excused absences are categorized as informing the advisor(s) of SGA: Documentation of illness, family affairs, military service, and mandated court appearances.

Excused absences are categorized as informing the vice-president of SGA: class (Starting at 1:00pm), three (3) college-sponsored activities in which the senator is involved (such as other organization’s events, meetings, etc.), and employment. Documentation will only be accepted within the next Senate meeting. Documentation should be presented to the specific Standing Committee Chairperson.

If a Senator is not present at the call to order, the Senator is considered tardy. After being tardy three (3) times, the Senator is considered to have one absence. After fifteen (15) minutes, the Senator is considered absent. However, if a Senator is present at the Senate meeting, but leaves before New Business is called, that Senator is considered absent. After three (3) unexcused absences in the Senate meetings or Standing Committee Meetings, the Senator in question shall be placed on Senatorial Probation, and notified that a fourth (4th) absence will result in their removal from the Senate or an opportunity to plead their case pertaining to their absences before the Student Court.

### ARTICLE II

**ORGANIZATION**

### Section 1

**Officers:**

**Subsection A**

There shall be a President elected by the student body. The duties of the SGA President in addition to those outlined in the Constitution, are as follows:

1. To be responsible for all actions of the SGA Senate and its committees.
2. Unless otherwise specified by the University System of Georgia or Student Advisory Council (SAC) bylaws, the President will represent the University at SAC activities.
3. To review all motions passed by the Senate and notify the Senate within twenty-four (24) hours if a veto will be issued.
4. To chair meetings of the Campus Union Board.
5. To chair meetings of the Organization Presidents Council.
6. To nominate committee chairs for appointment by the Senate.
7. Meet with the University President and respective President's cabinet member(s) regularly.
8. To perform any additional duties as the office may require.

Subsection B
There shall be a Vice President elected by the student body. The duties of the Vice President in addition to those outlined in the Constitution, are as follows:
1. To serve as the President of the Senate as per the SGA Constitution.
2. To direct committee meetings on behalf of the SGA President upon request.
3. To preside over the weekly sessions of the Senate.
4. To preserve order in the chamber.
5. To state parliamentary motions.
6. To refer parliamentary questions to the Parliamentarian.
7. To refer bills, concerns, or requests to the appropriate committee.
8. To act as the official spokesman for the Senate.
9. Meet with respective University President's cabinet member regularly.
10. To perform any additional duties as the office may require.

Subsection C
There shall be a Treasurer elected by the student body. The duties of the Treasurer in addition to those outlined in the Constitution, are as follows:
1. To record the collection and distribution of monies for those organizations directly supervised by the Student Activities Committee.
2. To provide a financial report of the Student Government accounts to the Senate at each meeting.
3. To assume the duties as provided for in the SGA Constitution.
4. To chair all meetings of the SGA Finance Committee.
5. Meet with respective University President's cabinet member regularly.
6. Conduct RSO budget hearing as needed.
7. To perform any additional duties as the office may require.

Subsection D
There shall be a Secretary elected by the student body. The duties of the Secretary in addition to those outlined in the Constitution, are as follows:
1. To record the minutes and prepare correspondence for the Senate.
2. To produce minutes of the Senate meetings for all Senators, Executive Officers and to others, if requested; prior to the start of business at the next meeting.
3. Meet with respective University President's cabinet member regularly.
4. To perform any additional duties as the office may require.

Subsection E
There shall be a President Pro Tempore nominated and elected from the current Senate through a simple majority vote. The duties of the President Pro Tempore are as follows:
1. To assume the duties of the President of the Senate in case of absence, resignation, or removal of the Vice President from office until the SGA President appoints a new SGA Vice President as outlined in the Constitution.
2. To serve in place of the SGA Vice President when the Vice President is absent from Campus Union Board (CUB) meetings. Must act as CUB chair when the SGA President and Vice-President are not present.
3. To perform any additional duties as the office may require.

Subsection F
There shall be a Senate Whip nominated and elected from the Senate through a simple majority vote. The duties of the Senate Whip are as follows:
1. To ensure that all SGA Standing and Select Committee seats are filled.
2. To ensure all University-wide and Faculty committee student seats are filled as per the Faculty Handbook Bylaws.
3. To assign committee members with the approval of the Senate.
4. To ensure members of the Senate are made aware of meeting locations, dates and times.
5. To ensure all SGA committees are aware of the senate agenda and all materials pertaining to it.
6. Strive to fill all committee vacancies for the upcoming academic year by the end of the spring semester.
7. To perform any additional duties as the office may require.

Subsection G
There shall be a Parliamentarian of the Senate nominated and elected from the Senate through a simple majority. The duties of the Parliamentarian are as follows:
1. To decide questions of procedure in the event of controversy or upon request of the Chair. In the event that Robert's Rules of Order should conflict with the Senate Bylaws, the Parliamentarian must decide according to the Senate Bylaws, unless the decision is overturned by a two-thirds (2/3) vote of the Senate.
2. To perform any additional duties as the office may require.

Subsection H
There shall be an Attorney General of the Senate nominated and elected from the Senate through a simple majority. The duties of the Attorney General are as follows:
1. Serves as Chief Enforcement Officer of the SGA Constitution and Bylaws.
2. Reviews all legislation from the student senate before submission to the President of the Senate for placement on the senate agenda.
3. Serves as a counsel to the SGA executive board.
4. Maintains and updates the Student Government Association Archives.
5. Serves in the Judicial Branch of SGA as a member of the student court.
6. Serves as a member of the SGA President’s cabinet.
7. To perform any additional duties as the office may require.

Subsection I
There shall be an Public Relations Officer of the Senate nominated and elected from the Senate through a simple majority. The duties of the Public Relations Officer are as follows:

1. To prepare at least once a month an editorial of the progression and accomplishments of the student government association and campus union board to publish in the campus newspaper.
2. Maintain and update social media sites of SGA and CUB.
   1. Submit material to controller of social media for social development.
3. To ensure committees are effectively advertising their events on campus.
4. To ensure the meeting minutes of SGA and CUB are posted and publicized.
5. Take photos at assigned and scheduled Senate and CUB events, programs, and initiatives, and submit photos for our social media development.
   1. Officer shall submit photos to controller of social media pages.
6. Work with controller of SGA and CUB web page to ensure it is maintained and regularly updated.
7. To perform any additional duties as the office may require.

Subsection J
There shall be (2) Senator nominated by the SGA President and approved by the Senate through a simple majority to the position of the Senate/CUB Representatives. The duties of the Senate/Campus Union Board are as follows:

1. To serve as the liaison between the Senate and the Campus Union Board.
2. To serve as the voting member of the Campus Union Board Meetings.
3. To attend the weekly Senate and Campus Union Board meetings.
4. To perform any additional duties as the office may require.

Subsection K: Obligation
Any officer who is elected or appointed to an SGA executive office knowing that they will be unable to complete his or her term may be required to repay all or part of any stipend received prior to their departure from office. The decision to require repayment will be made by two thirds (2/3) vote of the Senate.

Section 2
Standing Committees:
The standing committees of the Senate shall be:

1. The Senate Rules Committee, which will determine questions of constitutionality upon request by the Senate; review and recommend changes to the SGA
Constitution or Bylaws and verify petitions presented to the Senate by the Student Body.

2. The Student Life Committee, which will deal with the Division of Student Affairs that are nonacademic as it relates to student life including housing and resident life, recreational and wellness, counseling and health services, and any other items related to the Division of Student Affairs at Armstrong State University. With doing research, the committee will report its findings before the Senate for further action, if needed. This committee will work directly with the staff of the Division of Student Affairs. The Student Services Committee shall meet at least twice per month.

3. The Vice Presidential Advisory Committee, which shall assist the President of the Senate in a consultation capacity. The committee shall consist of the President Pro Tempore, Senate Whip, Parliamentarian, (2) Senate/Campus Union Board Representatives, and the chairpersons of the senate standing committees. The committee is chaired by the Vice President of Student Government Association. The committee shall meet at least twice per month.

4. The Student Activity Fee Committee, which shall evaluate budget request and develop recommendations for the disposition of Student Activity Fees to be submitted to the Senate for approval. The committee consists of President, Vice President, Treasurer, a Senator, a Student-At-Large representative, two faculty members, and a staff member of the Business and Finance Affairs. The Director of the Student Union and Activities shall serve as the non-voting chairman of the committee.

5. The Elections and Recruitment Committee, which shall conduct and supervise all elections and referendums held by the SGA. In addition, the committee shall establish an educational recruitment campaign to promote the SGA election season. In addition, the chairperson and members of the Elections and Recruitment Committee cannot run for any SGA Executive Office during the elections to prevent conflict of interests. The committee shall meet at least twice a month.

6. The Awards Committee, which shall nominate candidates and/or select recipients for: Joseph A. Buck award (outstanding senior), the H. Dean Probst Award (outstanding faculty member), the Henry L. Ashmore (outstanding senator), and the SGA Student Services Award (outstanding staff member) and other awards as necessary.

7. The Campus and Community Initiative Committee shall coordinate programs that benefit the community such as blood drives, Adopt-A-School, Light the Night, Wise Hearts Initiative (visit senior citizens homes), or similar programs and coordinate campus projects such as Toys for Tots Campaign, Making Maroon
Green projects, or similar programs. This committee shall meet at least twice a month.

8. The Business and Finance Affairs Committee, which will deal with Business and Finance Affairs, including student fees, Bursar's Office, dining services, bookstore services, mailroom services, facilities development, athletics department, university police department, housing and residence life, and any other contractual and financial items related to the Business and Finance at Armstrong State University. With doing research, the committee will report its findings before the Senate for further action, if needed. This committee will work directly with the staff of Business and Finance Affairs. The Student Services Committee shall meet at least twice per month.

9. The Academic-Student Success Committee shall deal with academic items, including institutional credits, courses, registration, financial aid, academic advisement, and university tutoring services, library services, online and blended learning services, and any other items related to academic matters. It shall coordinate the Student Government Association's role in the student evaluation of faculty members and shall be responsible for coordinating the Student Government Association's role in matters pertaining to Academic concerns for all students. It shall assist students in utilizing the available campus academic resource centers. After doing research, the committee will report its findings before the Senate for further action, if needed. This committee shall work directly with the Vice President for Academic Affairs. The full Academic Affairs Committee shall meet at least twice per month.

10. Each Committee Chairman, upon being appointed Chairman of their respective committee, shall appoint a Co-Chair with the approval of the senate, which is take accurate minutes of each committee meeting. In addition these minutes shall be given to the Vice President and their respective committee members no later than Friday at 4:00pm. The minutes shall be approved or disapproved at the next committee meeting.

11. If the respective committee has a proposal, bill, resolution, or any other material that needs to be voted on, reviewed, or viewed by the Senate shall be sent in to the Student Government Association Vice President no later than Friday at 4:00 PM so it can be placed on the agenda. If any of the aforementioned material is sent in late and needs to be on the agenda, the sponsoring senator/committee must get two-thirds (2/3) majority vote in the Senate to approve the addition.

12. The Vice President upon approval by the Senate may establish other "select" committees. Chairmen of standing and select committees shall be appointed by the SGA President and approved through a simple majority vote of the Senate. The SGA President, with the advice and consent of the Senate, may relieve a
Chairman of his/her duties and appoint a replacement in accordance with the above procedure.

13. The SGA, in accordance with the Constitution, shall establish an Organizational President's Council. The President of the SGA will chair the council meetings and will promote various organizational activities and organizational unity within the University community. Membership on the President's Council is extended to one designated representative from each recognized student organization.

14. RSO Budget Hearing Committee is a committee ran by the Treasurer of the Student Government Association (SGA) and shall conduct multiple interviews with RSOs on the Armstrong campus. This group is tasked with ensuring money is wisely allocated towards organizations requesting funds for events hosted on campus. The recommendations of the committee will be discussed and voted on by the Senate during the next upcoming meeting.

ARTICLE III
OPERATIONS

Section 1
Agendas
The Vice President shall set the agenda for each Senate meeting. Committee chairs will submit the report at all regular Senate meetings.

Section 2
Deliberations
The sponsor of a motion shall have three (3) minutes in which to present their motion before the Senate; the chair may grant an additional five (5) minutes. Debate will be limited to three (3) minutes by each Senator or speaker; upon request, the chair may grant an additional three (3) minutes. The chair may determine a debate out of order and may interrupt the speaker to determine the relevancy of the speaker's remarks. All actions passed by the Senate shall be presented to the SGA President for approval. The President must notify the Senate of a veto within twenty-four (24) hours of the decision. A Presidential veto may be overridden by a two-thirds (2/3) vote of the Senate at the next meeting.

Section 3
Voting
Voting shall be done in accordance with the aforementioned rules of parliamentary procedure. Each senator shall have one vote. There shall be no voting by proxy either in the Senate or in committee. A voting majority will consist of a simple majority of voting members in attendance. A two-thirds (2/3) vote requirement is defined as two-thirds of the voting members in attendance.

Section 4
Quorum
A quorum of the Senate shall consist of a simple majority of the voting Senate membership. The chair shall determine whether a quorum is present immediately following the call to order, and should there not be a quorum present, the meeting will be adjourned.

Section 5
Senatorial Actions
Pursuant to two-thirds (2/3) approval of the Senate the Secretary will be directed to prepare the following communications:
Subsection A
Letters of Censure are intended to express official Senatorial disapproval of the actions of an organization, department, or individual.
Subsection B
Letters of Commendation are intended to express official Senatorial approval of the actions of an organization, department, or individual.
Subsection C
The Senate may request that an individual appear before the Senate to offer testimony of matters concerning the Senate. This testimony will be delivered to the Senate during the New Business portion of the meeting in accordance with the newest edition of Robert's Rules of Order.

ARTICLE IV
OATH OF OFFICE
The President of the Honor Court shall administer the oath of office to the President, Vice President, Treasurer and Secretary. The SGA President shall be responsible for administering the oath of office to all Senators. All SGA officers and senators shall take the following oath of office.
I, ____________, will uphold the duties of the office of _________ of the Student Government Association. I will strive to be an effective leader. I will abide by the constitution of the Student Government Association. I will be a voice for students on campus. To this I solemnly swear. Administrator's response: You are hereby entitled to all the rights and privileges of the office of _________ from this day forward.

ARTICLE V
STIPENDS (FINANCES or EXPENDITURES)
Section 1
SGA Executive Board Stipend
The Executive board shall receive a total stipend of $16,000 per year. Money should be divided into $8,000/semester to be dispersed at the rate of $2,000/member. Board members will be eligible to receive a maximum of $1,000 bi-semester based on completion of bi-semester SGA Executive Stipend Evaluation Form. The form determines the amount of stipend received by each member based on questions related to job duties and the member's completion of the duties.
This form will be completed by 2 SGA Senators and 1 CUB Member and approved by the Vice President of Student Affairs. Board members will be evaluated in September, November, February, and April of the serving term.

**Section 2**

**CUB Executive Board Stipend**
The Executive board shall receive a total stipend of $8,000 per year. Money should be divided into $4,000/semester to be dispersed at the rate of $1,000/member. Board members will be eligible to receive a maximum of $500 bi-semester based on completion of bi-semester CUB Executive Stipend Evaluation Form. The form determines the amount of stipend received by each member based on questions related to job duties and the member's completion of the duties. This form will be completed by 2 CUB Members and 1 SGA Executive Member and approved by the Vice President of Student Affairs. Board members will be evaluated in September, November, February, and April of the serving term.

**ARTICLE VI**

**IMPEACHMENT, EXPULSION, AND RESIGNATION**

**Section 1**

**Impeachment**
Any officer or senator may be removed from office for violation of the Student Government Association Constitution, these Bylaws, the College Code of Conduct, or any college policy as outlined in the Students Illustrated. Articles of impeachment that set forth charges and reasons for removal must be signed by at least five (5) Senators. The Articles must be presented to the accused officer or Senator at least one week prior to the meeting at which the charges shall be considered. The President Pro-Tempore shall preside over the impeachment hearings. If the President Pro-Tempore faces impeachment the Senate shall elect a presiding officer.

**Section 2**

**Expulsion**
All officers, except the Student Government Association President as outlined in the Constitution, shall be subject to expulsion after more than two absences within a semester unless they are excused absences as defined in the Faculty handbook. The Vice President must formally notify officers of their removal. If it is the Vice President that is accused, then the President Pro-Tempore will assume the Chair until the matter is resolved. If the accused desires a hearing, a two-thirds vote of all Student Government Senators serving shall be necessary to remove the accused from office.

**Section 3**

**Resignation**
Any officer or senator may resign from the Student Government Association as outlined below:
1. Must give one week’s formal notice of resignation to Senate Whip and if the Senate Whip is unavailable, the notice must be given to the Secretary of Student Government Association.
2. Must have a resignation meeting with the Vice President of the Student Government Association prior to being relieved of Senatorial duties.

**ARTICLE VII**

**GENERAL RULES, ORGANIZATION, REGULATIONS, AND COMMITTEES**

The Campus Union Board is established as the programming branch of the Student Government Association (SGA) of Armstrong State University as per Article V of the SGA Constitution and shall carry out those duties assigned to it in programming activities for the student body.

**Section 1**

**Rules of Order:**

The Campus Union Board shall be governed by the rules herein established. Procedurally, the Campus Union Board will be conducted in informal accordance with the most current edition of Robert's Rules of Order notwithstanding the exceptions stated in the bylaws. The order of the Campus Union Board's meetings shall go by the following:

1. Call to Order
2. Roll Call
3. Approval of Old Minutes
4. Approval of Agenda
5. Old Business
6. Open Discussion/Committee meetings (20 minutes)
7. New Business
8. Executive Council Reports
9. Advisor Reports
10. Standing and Special Committee Reports
11. Announcements
12. Adjournment

**Section 2**

**Officers:**

**Subsection A**

The duties of the Campus Union Board Director Of Programming, appointed by the President of the Student Government Association and confirmed by two-thirds vote of the Student Government Association Senate are as follows:

1. To be responsible for all actions of the Campus Union Board and its committees.
2. To review all actions affirmed by the Campus Union Board.
3. To act as the official spokesperson for the Campus Union Board.
4. To perform any additional duties as the office may require.
5. Set the agenda for the regularly scheduled meetings  
6. To serve as the presiding officer of the CUB selection board  
7. To preside over regularly scheduled campus union board meetings  
8. To direct committee meetings upon request of the SGA President  
9. Serves as a member of the SGA president’s cabinet  

Subsection B  
The duties of the Campus Union Board Assistant Director of Programming, appointed by the President of the Student Government Association and confirmed by two-thirds vote of the Student Government Association Senate, are as follows:  
1. To attend the Campus Union Board meetings:  
2. Hold Bi-weekly Assistant Director’s Staff meetings  
3. To build and strengthen the bond of the campus union board with activities such as programming workshops  
4. To coordinate recruitment, intake process, and training sessions of prospective members of the campus union board.  
   a. Training will not take place until approval of candidate by selection board and appointment by SGA president.  
5. To give final approval/disapproval of collaborations of any campus union board committee with other organizations and/or departments on campus.  
6. Fulfill the duties of the Director of Programming in the absence of the Director  
7. Serves as a member of the SGA president’s cabinet  
8. To perform any additional duties as the office may require  

Subsection C  
The duties of the Campus Union Board Programming Controller, appointed by the President of the Student Government Association and confirmed by two-thirds vote of the Student Government Senate, are as follows:  
1. To record the collection and distribution of monies for those committees directly supervised by the Campus Union Board  
2. To provide a financial report of the Campus Union Board accounts to the general membership at each meeting  
3. To perform any additional duties as the office may require  
4. To provide regular reports of the Campus Union Board accounts to the SGA treasurer.  
5. Serves as a member of the SGA president’s cabinet  

Subsection D  
The duties of the Campus Union Board Programming Clerk, appointed by the President of the Student Government Association and confirmed by two-thirds vote of the Student Government Association Senate, are as follows:  
1. To record the minutes and prepare correspondence for the campus union board
2. To produce minutes of the Campus Union Board meetings for all the Campus Union Board members, Executive Officers and to others, if requested; prior to the start of business at the next meeting.
3. To perform any additional duties as the office may require
4. Maintain and Update campus union board master calendar
5. Keeps record of attendance at regular Campus Union Board meetings
6. Serves as a member of the SGA president’s cabinet

Section 3
Meetings:
The first meeting of the Campus Union Board shall be held at 6:30 pm on the first Wednesday of each semester and subsequently the Campus Union Board shall meet weekly unless otherwise specified and shall set the day and time of its meeting at the first meeting of the semester and may revise either as necessary. If the Campus Union Board cannot arrive at a consensus for a meeting time or place, the Chair shall prescribe a time. The Student Body may obtain information regarding meeting days, times, and locations from the Office of Student Life. All Campus Union Board general meetings shall be open to the public regardless of the nature of the business at hand.

Section 4
Attendance:
Campus Union Board members are expected to attend Campus Union Board general meetings as well as their appointed Standing Campus Union Board Committee meetings. Campus Union Board member shall not be absent up to four (4) Campus Union Board meetings per semester except excused absences.

Excused absences are categorized as informing the advisor(s) of CUB: Documentation of illness, family affairs, military service, and mandated court appearances.

Excused absences are categorized as informing the secretary of CUB: class (Starting at 1:00 P.M.), three (3) college-sponsored activities in which the senator is involved (such as other organization's events, meetings, etc.), and employment. Documentation will only be accepted within the next Campus Union Board meeting. Notification of an anticipated absence shall be made to the Secretary of the Campus Union Board at least 48 hours prior to the next Campus Union Board meeting. If a Campus Union Board member is not present at the call to order, the member is considered tardy. After being tardy three (3) times, the member is considered to have one absence. After fifteen (15) minutes, the member is considered absent. After three (3) unexcused absences in the CUB meetings, the CUB member in question shall be placed on Board probation, and notified that a fourth (4th) absence will result in their removal from CUB or an opportunity to plead their case pertaining to their absences before the Student Court.
Section 5

Standing Committees:

The Standing Committees of the Campus Union Board shall be:

1. Celebrate-Spring Fling Committee shall plan the popular annual Celebrate Armstrong Festival, which commemorates our name change from Armstrong State College to Armstrong State University. In addition, the committee shall plan the annual Spring Fling week. The chairperson of this committee is a voting member and is appointed by the outgoing executive board. In the absences of the chairperson, the assistant chairperson will vote on behalf of the committee.

2. Open Door Committee shall plan the annual beach bash experience and plan other special events that include movies, novelty items, games, cookouts, and more. The chairperson of this committee is a voting member and is appointed by the outgoing executive board. In the absences of the chairperson, the assistant chairperson will vote on behalf of the committee.

3. Emcees Committee will plan events that involve comedians, motivational speakers, and workshop presenters. The chairperson of this committee is a voting member and is appointed by the outgoing executive board. In the absences of the chairperson, the assistant chairperson will vote on behalf of the committee.

4. Visual and Performing Arts Committee will plan regular open mic nights, provide cultural programming, and create opportunities for students to share their arts and talents. The chairperson of this committee is a voting member and is appointed by the outgoing executive board. In the absences of the chairperson, the assistant chairperson will vote on behalf of the committee.

5. Rock Me Committee will program concerts and other musical performances and entertainment. The chairperson of this committee is a voting member and is appointed by the outgoing executive board. In the absences of the chairperson, the assistant chairperson will vote on behalf of the committee.

6. The Street Team will promote and advertise via social media and other means of communicating information about upcoming activities, programs, and events. The chairperson of this committee shall be the Graduate Assistant of Student Government Association and Campus Union Board and shall be a nonvoting member of the Campus Union Board. The chairperson shall appoint the assistant chairperson. Duties of this committee are as follows:
   a. Be responsible to become or renew golf certification in a timely manner.
   b. To communicate with committees about requests for the distribution of promotional materials such as but not limited to: sidewalk chalk, flyers, handouts, hanging of the banner, etc.
      i. It is a shared duty of the respective committees to provide the promotional materials to the street team in a timely fashion, and provide additional support in the distribution of promotional materials.
ii. Promotional material shall be distributed at least one school week before
the scheduled date of the event.

In order to represent the student body appropriately, committees will be 
responsible to perform a survey one month out of the academic year. Surveys will be 
made through the SGA account on surveymonkey.com. The chairperson of the committee will be given account access. Survey Monkey is a survey generator that allows the 
account owner to review all responses and understand all objectives that need to be 
pursued. That account will cost annually $300 and will be implemented in the Fall 2015.

ARTICLE VII

GRADUATION STOLES AND CORDS

Any Student Government Association and Campus Union Board member who is graduating from Armstrong State University has the opportunity to fill out a form for a graduation stole and/or cord depending upon their position and branch within the association. All applicants must have served for at least two semesters. Any SGA/CUB member graduating either in the fall or spring semester must apply for the graduation stole and/or cord during the spring semester of the academic year. After submitting their application, the Awards Committee will approve all applicants who will receive the stole and/or cord. After the Awards Committee has completed the list of who will and will not receive a graduation stole and/or cord, the applicants will be notified about their request and will receive the stole and/or cord at the annual SGA Induction Ceremony. The executive branch of the Student Government Association, Campus Union Board and Student Court executive officers may receive stoles. A candidate can receive both cord and stole if served on the executive branch or student court executive office and other constitutional branches. The stoles and cords will be funded by the Student Government Association.

ARTICLE VIII

AMENDMENT

These bylaws may be amended by a two-thirds vote of the Student Government Association Senators in attendance. All amendments take effect immediately upon their passage.