



The Statutes of the Student Government of the University of Michigan-Dearborn (UMDSGS)

WE STUDENTS AT THE UNIVERSITY OF MICHIGAN-DEARBORN, *determined to create and promote a common voice; to create and promote an atmosphere that encourages the exchange of ideas between ourselves, faculty, and administrators; to advocate for just policies and just procedures within the University of Michigan-Dearborn and indeed within the entire University of Michigan system; to advocate for our greater good in academic, extracurricular, and social capacities,*

AND FOR THESE NOBLE ENDS OUTLINED, *determined to practice tolerance, to not utilize hazing and/or bullying as a method of determining fitness of membership at any time during a member's tenure or onboarding, and to not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status* HAVE RESOLVED TO COMBINE OUR EFFORTS TO ACHIEVE SAID NOBLE ENDS.

ACCORDINGLY, *we students at the University of Michigan-Dearborn have exercised our popular sovereignty, found to be in good and due form,* TO AGREE TO THE PRESENT STATUTES OF THE STUDENT GOVERNMENT OF THE UNIVERSITY OF MICHIGAN-DEARBORN AND TO HEREBY ESTABLISH THE STUDENT GOVERNMENT OF THE UNIVERSITY OF MICHIGAN-DEARBORN.

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LAST RULES COMMITTEE AUDIT: 12 APRIL 2023

1. MATTERS FUNDAMENTAL.

1.1. Statutes Defined.

1.1.1. Rules of Construction.

1.1.1.1. **Authority Defined. (AS OF 14 MARCH 2022)**

- 1.1.1.1.1. UMDSGS binds all parties in the Preamble as the Student Government of the University of Michigan-Dearborn's sole governing document. Said parties must know and adhere to UMDSGS.
- 1.1.1.1.2. UMDSGS is written in U.S. English and may be translated upon request. Any translation is equal to the U.S. English version.
- 1.1.1.1.3. The latest Robert's Rules of Order Newly Revised is the sole resource on parliamentary procedure when not contradicting UMDSGS.
- 1.1.1.1.4. No member receives monetary compensation for vending, sales, or services without Senate approval.
- 1.1.1.1.5. The Student Government of the University of Michigan-Dearborn may not financially assist or support any partisan political activity.

1.1.1.2. **Format Defined. (AS OF 27 FEBRUARY 2022)**

- 1.1.1.2.1. UMDSGS uses the following containers, in increasing specificity: title (in **bold**, UPPER CASE), part (in Title Case), chapter (in Title Case), section (in **bold**, Title Case), and paragraph (in regular case).
- 1.1.1.2.2. Every section of UMDSGS states the last amended date, reading: (**AS OF** [day in Arabic numerals, in **bold**] **MONTH** [year in Arabic numerals, in **bold**]).
- 1.1.1.2.3. Every title starts at the top of a page.
- 1.1.1.2.4. Every section starts at the top of a page if not followed by one (1) complete paragraph.
- 1.1.1.2.5. Every paragraph starts at the top of a page if it would be split between two pages.
- 1.1.1.2.6. There are no more than nine (9) titles, and nine (9) of each container per level of a given title, and no more than ninety-nine (99) paragraphs per section.
- 1.1.1.2.7. Every definition in UMDSGS formats the defined word in UPPER CASE.
- 1.1.1.2.8. Defined words, except for the definition itself, are in Title Case.
- 1.1.1.2.9. Every number is in Arabic numerals, within closed parentheses, immediately after the written-out number.

1.1.2. Rules of Interpretation.

1.1.2.1. **Rules of Interpretation Defined. (AS OF 11 OCTOBER 2021)**

- 1.1.2.1.1. Any interpretation of UMDSGS is binding yet does not set precedent.
- 1.1.2.1.2. Either the American English or any translation is used when interpreting. Only one version may be cited per interpretation.

1.1.2.2. **Same; Parliamentary Precedents Defined. (AS OF 14 MARCH 2022)**

- 1.1.2.2.1. Quorum is one-half ($\frac{1}{2}$) of total Senators.
- 1.1.2.2.2. Quorum for the approval of Minutes, Agenda, and Fellow Petitions is one-third ($\frac{1}{3}$) of total Senators.
- 1.1.2.2.3. Unless otherwise noted, a motion is carried if a majority of Senators present vote in favor.
- 1.1.2.2.4. Written consent is in writing or typed, accompanied by the relevant signature(s), or by email. Texts, social media direct messages, and screenshots are not written consent.

1.1.2.3. **Same; Jurisprudential Precedents Defined. (AS OF 14 MARCH 2022)**

- 1.1.2.3.1. The Student Government of the University of Michigan-Dearborn is a constitutionalist and representative democracy.
- 1.1.2.3.2. The privilege of withholding information is EXECUTIVE PRIVILEGE. Executive Privilege does not protect behavior violating office decorum, the Policies of the University of Michigan-Dearborn, or Municipal, State, or Federal law.

1.1.3. Rules of Amendment.

1.1.3.1. **Rules of Amendment Defined. (AS OF 14 MARCH 2022)**

- 1.1.3.1.1. Amendments concerning internal operations require a two-thirds ($\frac{2}{3}$) Senate majority vote. If approved by the Senate, the President either signs off on the amendment, making it binding, or vetoes it, making it null and void, within five (5) Academic Days of Senate approval. The President informs by written communication and through their update the next General Meeting of a veto. A veto is overridden by a two-thirds ($\frac{2}{3}$) Senate majority vote at the next General Meeting immediately following said veto.
- 1.1.3.1.2. Amendments concerning how the Student Government of the University of Michigan-Dearborn interacts with the student body require a two-thirds ($\frac{2}{3}$) Senate majority vote to put it to a popular referendum ballot. This vote does not signal the Senate's approval of the amendment.
- 1.1.3.1.3. Only two (2) student body referendum ballots may occur in a single year's time, starting with the first General Meeting after an inauguration ceremony and ending with the next inauguration ceremony.
- 1.1.3.1.4. Amendments to MATTERS ELECTORAL approved in an Election Cycle will take effect in the next Election Cycle.

1.1.3.2. **Same; Resolving Contradictions. (AS OF 10 SEPTEMBER 2021)**

- 1.1.3.2.1. Any contradiction in UMDSGS renders the relevant paragraph(s) of the relevant section(s) with the latest amendment date null and void.
- 1.1.3.2.2. If the relevant paragraph(s) of the relevant section(s) have the same amendment date, the Rules Committee, the Recording Secretary, and the Corresponding Secretary jointly issue a ruling.

1.2. Operations Defined.

1.2.1. Resolutions.

1.2.1.1. **Legislative Resolution Defined. (AS OF 28 FEBRUARY 2022)**

- 1.2.1.1.1. Any student in the University of Michigan system may write a formal declaration, decree, or request, called a LEGISLATIVE RESOLUTION, for the Senate to vote on and the President to sign off on.
- 1.2.1.1.2. All Legislative Resolutions are sponsored by at least one (1) Senator of the Student Government of the University of Michigan-Dearborn before approval by a Standing or Ad-hoc Internal Committee. Said Senator may not be the author.
- 1.2.1.1.3. All Legislative Resolutions are codified with the following format: the letter L, hyphen, term abbreviation (the letter F for Fall, W for Winter, and S for Summer), year (in Arabic numerals), period, and then a number denoting what place it came to the Senate in for that term (in Arabic numerals, always including the ones and tens places).

1.2.1.2. **Same; Rules of Approval. (AS OF 14 MARCH 2022)**

- 1.2.1.2.1. Once authored and sponsored, a Legislative Resolution is approved by the most applicable Standing or Ad-hoc Internal Committee by majority vote. If approved, the Rules Committee reviews said Legislative Resolution to ensure compliance with UMDSGS and the Policies of the University of Michigan-Dearborn. If there are any conflicts, the Legislative Resolution may not go to the Senate.
- 1.2.1.2.2. Once reviewed, the Legislative Resolution is sent at least 24 hours prior to the General Meeting it is read and voted at.
- 1.2.1.2.3. At said General Meeting, the approved and reviewed Legislative Resolution is presented by the authors and approved by Senate majority vote any time after being presented.
- 1.2.1.2.4. At any member's request, a Legislative Resolution may be read in part or in full.

- 1.2.1.2.5. If approved by the Senate, the President either signs off on the Legislative Resolution, making it binding, or vetoes it, making it null and void, within five (5) Academic Days of Senate approval. The President informs by written communication and through their update the next General Meeting of a veto. A veto is overridden by a two-thirds (2/3) Senate majority vote at the next General Meeting immediately following said veto. If not vetoed or signed off within five (5) Academic Days, the Legislative Resolution is binding.
- 1.2.1.2.6. After the Legislative Resolution is binding, it is sent to whomever it concerns or is addressed to.
- 1.2.1.3. **Executive Resolution Defined. (AS OF 28 FEBRUARY 2022)**
- 1.2.1.3.1. The President of the Student Government of the University of Michigan-Dearborn may author and sign off on a formal declaration, decree, or request, called an EXECUTIVE RESOLUTION.
- 1.2.1.3.2. All Executive Resolutions are sponsored by at least one (1) Executive Board Member of the Student Government of the University of Michigan-Dearborn before the President signs off on it. Said Executive Board Member may not be the President.
- 1.2.1.3.3. All Executive Resolutions are codified using the following format: the letter E, hyphen, term abbreviation (with the letter F for Fall, W for Winter, and S for Summer), year (in Arabic numerals), period, and then a number denoting what place it came to the Senate in for that term (in Arabic numerals, always including the ones and tens places).
- 1.2.1.4. **Same; Rules of Approval. (AS OF 14 MARCH 2022)**
- 1.2.1.4.1. Once authored and sponsored, an Executive Resolution is approved and binding upon the President's sign-off. The President informs by written communication and through their update the General Meeting of the passage of an Executive Resolution.
- 1.2.1.4.2. At any member's request, an Executive Resolution may be read in part or in full.
- 1.2.1.4.3. An Executive Resolution is vetoed by Senate majority vote at the General Meeting following the President's sign-off.
- 1.2.1.4.4. After an Executive Resolution is binding, it is sent to whomever it concerns or is addressed to.
- 1.2.2. Attendance.
- 1.2.2.1. **Meetings Defined. (AS OF 14 MARCH 2022)**
- 1.2.2.1.1. The Executive Board, the Senate, the Students of Michigan Delegates, the Advisor, and the Election Coordinator if it is an Election Cycle, assemble at least once a week during the Fall and Winter terms and at least once every other week during the Summer term to bring forth, discuss, and vote on policies such that those noble aims laid out in the Preamble of UMDSGS are fulfilled to the best of this assembly's abilities, called MEETINGS.
- 1.2.2.1.2. Meetings may only be held on days classes are in session, called ACADEMIC DAYS.
- 1.2.2.1.3. Those weekly Meetings of the Executive Board and the Senate are GENERAL MEETINGS. General Meetings are chaired by the President or the Executive Secretary on alternating weeks. Either the President or the Executive Secretary may choose a designee to chair in their stead from the Executive Board or Senate Leadership, respectively. Anyone may send a written version of their update to a General Meeting if they cannot attend. For voting matters, each Senator has one vote to cast. All other members may not vote unless otherwise stated.
- 1.2.2.1.4. The President alone may call for Meetings in the event of an issue, legislative act, or any matter which needs to be addressed sooner than the next General Meeting, called EMERGENCY MEETINGS. All members are notified at least 48 hours in advance. Any member who cannot attend will not accrue an absence. Emergency Meetings are chaired by either the President or the Executive Secretary or either of their designee. For voting matters, each Senator has one vote to cast. All other members may not vote unless otherwise stated.

- 1.2.2.1.5. Those as-needed Meetings of the Executive Board are called EXECUTIVE BOARD MEETINGS. The President or their chosen designee chairs Executive Board Meetings. For voting matters, each Executive Board Member present has one vote to cast, and the President has no vote to cast unless they are not chairing the Executive Board meeting.
- 1.2.2.1.6. Those as-needed Meetings of Senate Leadership are called SENATE LEADERSHIP MEETINGS. The Executive Secretary or their chosen designee chairs Senate Leadership Meetings, and the presence of either the Chair or Vice Chair from a Standing or Ad-Hoc Internal Committee counts as the presence of both. For voting matters, each committee present has one vote to cast, and the Executive Secretary has no vote to cast unless they are not chairing the Senate Leadership Meeting.
- 1.2.2.1.7. Those as-needed Meetings of Standing or Ad-Hoc Internal Committees are called COMMITTEE MEETINGS. The Standing or Ad-Hoc Internal Committee Chair or their chosen designee chairs their committee's meetings. For voting matters, each Senator has one vote to cast, and the Vice Chair has one vote to cast. All other members may not vote.
- 1.2.2.2. **Same; Structure. (AS OF 14 MARCH 2022)**
- 1.2.2.2.1. The chair of a Meeting decides the time, location, and format, and has whoever keeps the records for said Meeting notify the relevant parties with at least 48 hours' notice in a way agreed upon, as well as send out the Meeting's agenda and the previous Meeting's minutes, if necessary.
- 1.2.2.2.2. The chair of the Meeting clearly communicates expectations for all online and/or phone Meetings, as well as what technology is permitted in their Meetings.
- 1.2.2.2.3. Whoever chairs the Meeting may expel any member violating technology expectations from their Meeting. This expulsion does not carry over to future Meetings.
- 1.2.2.2.4. A Meeting's agenda may use the following items, in this order, unless amended to be otherwise: Call to Order, Roll Call, Approval of the Agenda, Approval of the Minutes, Community Concerns, Guest Speaker(s) (optional item), Officer Updates (includes committee and/or subcommittee updates when relevant), Committee of the Whole (optional item), Old Business (optional item), New Business, Open Forum, Adjournment. Subitems may be added as needed.
- 1.2.2.2.5. Once the designated start time of a Meeting is reached, the chair of a Meeting calls the meeting to order within 15 minutes.
- 1.2.2.3. **Mandatory Events Defined. (AS OF 14 MARCH 2022)**
- 1.2.2.3.1. An event yet to be held by any body of people, affiliated with the University of Michigan-Dearborn or otherwise, may be made mandatory to attend, and are called a MANDATORY EVENT.
- 1.2.2.3.2. The President gives written notice at a General Meeting of any Mandatory Events at least five (5) Academic Days prior, called GENERAL EVENTS. At the General Meeting following the written notice, the notice may be withdrawn by a two-thirds (2/3) Senate majority vote.
- 1.2.2.3.3. The Executive Secretary gives written notice to the Senate of any Mandatory Events at least five (5) Academic Days prior, called SENATE EVENTS. At the Senate Leadership Meeting following the written notice, the notice may be withdrawn by a Senate Leadership majority vote.
- 1.2.2.3.4. The Committee Chair gives written notice to their Standing or Ad-hoc Internal Committee of any Mandatory Events at least five (5) Academic Days prior, called COMMITTEE EVENTS. At the Committee Meeting following the written notice, the notice may be withdrawn by a Standing or Ad-hoc Internal Committee majority vote.
- 1.2.2.3.5. The Mandatory Event has a minimum time requirement included in the written notice.
- 1.2.2.4. **Attendance Code and Proxy Voting Defined. (AS OF 01 DECEMBER 2022)**
- 1.2.2.4.1. A member attends the required Meetings, Mandatory Events, Office Hours, and Liaison Check-Ins.

- 1.2.2.4.2. If any member receives a total of three (3) unexcused absences, they are removed from office without notice. Senators-Elect are treated the same as Senators in regards to attendance, and their attendance record carries over.
- 1.2.2.4.3. A member is considered absent if they do not attend the first two-thirds (2/3) of a Meeting or Mandatory Event. Attendance of the latter two-thirds (2/3) of a Meeting or Mandatory Event counts if written notice is given before the Meeting starts that one will be late. No explanation for one's absence or for one's tardiness is necessary.
- 1.2.2.4.4. Absence from a General Meeting or a Mandatory Event shall count as one (1) absence towards a member's total absences.
- 1.2.2.4.5. Internal Standing and Ad-hoc Committee Meetings shall count as one-half (1/2) of an absence toward a member's total absences. It is at the discretion of each internal Committee Chair to excuse internal committee meeting absences.
- 1.2.2.4.6. A Senator who is absent does not count toward quorum and forfeits their vote during their absence. A Senator may only vote by proxy on Old Business and New Business agenda items at least 24 hours prior to the Meeting's start time. A proxy vote must be communicated to the Corresponding Secretary in writing.
- 1.2.2.4.7. Any member may appeal a missed Meeting, Mandatory Event, Office Hour, or a Liaison Check-In to the Executive Board. The Executive Board approves requests by majority vote.
- 1.2.2.4.8. The Recording Secretary informs the member of the Executive Board's decision within five (5) Academic Days of the vote by written notice. If denied, the reason(s) for denial must be included. Denials may be appealed to the Senate for a final and binding two-thirds (2/3) Senate majority vote.
- 1.2.3. Other Procedures.
 - 1.2.3.1. **Office Hours and Liaison Check-Ins Defined. (AS OF 28 FEBRUARY 2022)**
 - 1.2.3.1.1. The Executive Board and Senate Leadership meet to produce a weekly schedule that has at least one (1) member from Executive Board, Senate Leadership, and a Committee, present in the office of the Student Government of the University of Michigan-Dearborn for at least one (1) hour out of an Academic Day, called OFFICE HOURS. Only one person in the office at a time may count their hours.
 - 1.2.3.1.2. Instead of performing an Office Hour, a member may choose to conduct a weekly check-in on one (1) SSO or RSO on behalf of the Student Government of the University of Michigan-Dearborn, called a LIAISON CHECK-IN. Only one person per week may conduct a Liaison Check-In on one (1) SSO or RSO. The SSO or RSO may provide a note of satisfaction as proof of completion.
 - 1.2.3.1.3. Weekly Office Hours and/or Liaison Check-Ins count towards a member's attendance, including the failure to sign on for Office Hours and/or liaison check-ins.
 - 1.2.3.2. **Leaders and Best Service Awards Defined. (AS OF 05 APRIL 2023)**
 - 1.2.3.2.1. The Executive Board positions which qualify for a service award (per term in the position) are the President, Vice President, Director of Inclusion, Director of Athletics, Director of Fraternity and Sorority Affairs, Director of Technology, Financial Secretary, Recording Secretary, and Corresponding Secretary.
 - 1.2.3.2.2. The Senate positions which qualify for a service award (per term in the position) are the Executive Secretary and the Chairs of all Standing Internal Committees. A Standing Internal Committee Chair who receives a service award may grant a portion or the entirety of their service award to their Vice Chair, Subcommittee Chairs, and/or Subcommittee Vice Chairs.
 - 1.2.3.2.3. All positions which qualify for a service award receive a service award according to the Leaders and Best Service Award policy and approval through the LBSA Commission.
 - 1.2.3.3. **Resignation Defined. (AS OF 12 APRIL 2023)**
 - 1.2.3.3.1. Resignations must specify the date it takes effect, with no less than ten (10) Academic Days notice.

- 1.2.3.3.2. Special exemptions from the minimum required notice are granted by written consent of the Advisor or President. The exemption must come from the Advisor or President as a separate letter, and not as hearsay from the individual resigning.
- 1.2.3.3.3. The President or Executive Secretary, depending on the position one resigned from, may request an EXIT INTERVIEW from the individual resigning. The individual resigning is free to decline the Exit Interview and end the Exit Interview at any time. The Advocate and/or Arbitrator must also be present at the Exit Interview.
- 1.2.3.3.4. An Executive Board Member or Students of Michigan Delegate resigns by written notice to the Corresponding Secretary, President, and Vice President.
- 1.2.3.3.5. A Senator resigns by written notice to the Corresponding Secretary and the Executive Secretary.
- 1.2.3.3.6. A Senator forfeits their Voting Privilege by written notice to the Corresponding Secretary and the Executive Secretary. The former Senator may not submit a Senator Petition until the following term.
- 1.2.3.3.7. The Executive Secretary forfeits their title and becomes a Senator by written notice to the Corresponding Secretary, President, and Vice President.
- 1.2.3.4. **Arbitration Defined. (AS OF 28 FEBRUARY 2022)**
- 1.2.3.4.1. All members must reflect the noble aims of, and not project a negative image of, the Student Government of the University of Michigan-Dearborn.
- 1.2.3.4.2. Any member(s) may file a written complaint anonymously to the Director of Inclusion and to the Advisor if said member(s) believes any other member(s) to be in violation of UMDSGS, or to not be reflecting the noble aims of the Student Government of the University of Michigan-Dearborn, or to be projecting a negative image of the Student Government of the University of Michigan-Dearborn.
- 1.2.3.4.3. The Director of Inclusion and the Advisor jointly determine which of the two mediates both parties, called ARBITRATOR, and who ensures the Arbitrator is being impartial, called ADVOCATE.
- 1.2.3.4.4. All relevant members are notified of the complaint, and meet to discuss, called ARBITRATION.
- 1.2.3.4.5. If the complaint concerns violations of the Policies of the University of Michigan-Dearborn, or violations of Municipal, State, or Federal law, the complaint is forwarded to the relevant authorities in accordance with the Policies of the University of Michigan-Dearborn, or Municipal, State, or Federal law.

2. MATTERS LEGISLATIVE.

2.1. Membership.

2.1.1. Senate.

2.1.1.1. **Senate Defined. (AS OF 14 MARCH 2022)**

2.1.1.1.1. A deliberative assembly, called the SENATE, composed of students who represent the student body in its stead, called SENATE MEMBERS, handles all matters legislative.

2.1.1.1.2. All Senate Members may move, second, and discuss motions.

2.1.1.1.3. All Senate Members serve on at least one Standing Internal Committee.

2.1.1.1.4. Senate Members who may vote are SENATORS, and hold Voting Privileges.

2.1.1.1.5. Senate Members who may not vote are FELLOWS, and do not hold Voting Privileges.

2.1.1.2. **Senate Leadership Defined. (AS OF 11 OCTOBER 2021)**

2.1.1.2.1. A group of Senators, called SENATE LEADERSHIP, lead the Senate.

2.1.1.2.2. Senate Leadership includes the Executive Secretary and the Chairs and Vice Chairs of every Standing and Ad-Hoc Internal Committee.

2.1.2. Senator.

2.1.2.1. **Senator Defined. (AS OF 07 NOVEMBER 2023)**

2.1.2.1.1. A Senator is either an undergraduate student at the University of Michigan-Dearborn with at least a 2.75 cumulative grade point average and enrolled in at least six (6) credits in any given term (not applicable to Summer I and II), or be a graduate student at the University of Michigan-Dearborn with at least a 2.75 cumulative grade point average and enrolled in at least five (5) credits in any given term (not applicable to Summer I and II).

2.1.2.1.2. There is no limit on how many Fellows may be a part of the Senate.

2.1.2.1.3. There will be at least one (1) Senator that is an undergraduate student and at least one (1) Senator that is a graduate student from each college at the University of Michigan-Dearborn. If there is no graduate student to fill the role of Senator, an undergraduate student from that particular college can fill the role.

2.1.2.1.4. For every three-hundred (300) undergraduate students at a college at the University of Michigan-Dearborn, one (1) additional Senator will be permitted for an undergraduate student of that college. For every six-hundred (600) graduate students at a college at the University of Michigan-Dearborn, one (1) additional Senator will be permitted for a graduate student of that college. This will be based on the Fall enrollment of the current academic year. If there is no graduate student to fill the role of Senator, an undergraduate student from that particular college can fill the role.

2.1.2.1.5. There will be two (2) additional Senators who are first-year students from any college, and two (2) additional Senators who are transfer students from any college.

2.1.2.2. **Same; Voting Privilege Petition. (AS OF 13 MARCH 2022)**

2.1.2.2.1. A Fellow, who has attended the previous three (3) General Meetings, may petition for Voting Privileges, called a VOTING PRIVILEGE PETITION. Upon approval by the Vice President to ensure the form is in order, the Fellow is VOTING PRIVILEGE PETITIONER.

2.1.2.2.2. Priority of who gets interviewed and voted upon first goes to the Voting Privilege Petitioner with the highest attendance, descending. Two or more with the same attendance are sorted by who filed a Voting Privilege Petition first.

2.1.2.2.3. Voting Privilege Petitioners introduce themselves at a General Meeting for review. After review, the Voting Privilege Petitioner is removed from the room while closed discussion and voting is conducted.

2.1.2.2.4. All Senators, as well as all members of the Executive Board, including those *ex-officio*, vote to approve Voting Privilege Petitioners. If approved, a Voting Privilege Petitioner becomes a Senator. If rejected,

the Voting Privilege Petitioner may re-apply after one (1) General Meeting, for a total of three (3) times each term.

2.1.2.3. Same; Fellow Petition. (AS OF 13 MARCH 2022)

- 2.1.2.3.1. Any student at the University of Michigan-Dearborn who meets the definition of Senator may submit a form to petition to be a part of the Senate, called a FELLOW PETITION. Upon approval by the Vice President to ensure the form is in order, the student is FELLOW PETITIONER.
- 2.1.2.3.2. Fellow Petitioners introduce themselves at a General Meeting for review. After review, the Fellow Petitioner is removed from the room while closed discussion and voting is conducted.
- 2.1.2.3.3. The Senate votes to approve all Senate Petitions. If approved, a Fellow Petitioner becomes a Fellow. If rejected, the Fellow Petitioner may re-apply after one (1) General Meeting, for a total of three (3) times each term.

2.1.2.4. Same; Mentorship. (AS OF 14 MARCH 2022)

- 2.1.2.4.1. Every Fellow, at their discretion, may be assigned to a Senator by the Vice President to be mentored by, who is SENATOR MENTOR. A Fellow may opt out of mentorship at any time.
- 2.1.2.4.2. The Vice President needs the written consent of a Senator to appoint them as a Senator Mentor.
- 2.1.2.4.3. A Senator Mentor may mentor up to three (3) Fellows.
- 2.1.2.4.4. At the Vice President's discretion, Senator Mentors may be dismissed and replaced.
- 2.1.2.4.5. The Senator Mentor and Fellows share membership with at least one Standing or Ad-Hoc Internal Committee.
- 2.1.2.4.6. The Senator Mentor educates their assigned Fellows of all their duties and responsibilities.

2.1.3. Executive Secretary.

2.1.3.1. Executive Secretary Defined. (AS OF 14 MARCH 2022)

- 2.1.3.1.1. The Senate elects a Senator, by runoff, to lead Senate Leadership and the Senate, who is EXECUTIVE SECRETARY.
- 2.1.3.1.2. The Executive Secretary runoff election occurs at the first General Meeting following the inauguration ceremony and the first General Meeting of the Winter term.
- 2.1.3.1.3. The Executive Secretary may be removed from office by a two-thirds ($\frac{2}{3}$) Senate majority vote. The Executive Secretary is still a Senator.
- 2.1.3.1.4. If the office of the Executive Secretary becomes vacant, the Senate elects a Senator, by runoff, to lead Senate Leadership and the Senate as soon as possible.
- 2.1.3.1.5. The Executive Secretary enjoys Executive Privilege.
- 2.1.3.1.6. The Executive Secretary forfeits their Voting Privilege for the duration of their time in office. However, they are counted as a Senator for the purposes of determining how many Senators the Senate may have.
- 2.1.3.1.7. The Executive Secretary has *ex-officio* membership on the Executive Board.

2.1.3.2. Same; Duties. (AS OF 14 MARCH 2022)

- 2.1.3.2.1. The Executive Secretary seeks feedback from each Senator to facilitate their interests in Standing and Ad-Hoc Internal Committees and bring issues to the Executive Board.
- 2.1.3.2.2. The Executive Secretary gives an update of their work during General Meetings.
- 2.1.3.2.3. The Executive Secretary and the Director of Inclusion jointly prepare all Standing or Ad-Hoc Internal Committee assignments with Senate majority vote. Changes to these assignments may be made with written consent of the Senator(s) concerned, and such changes are made known to the Senate. Otherwise, another Senate majority vote is needed to approve the change.
- 2.1.3.2.4. The Executive Secretary and the Director of Inclusion jointly interview all Senators interested in chairing a Standing or Ad-Hoc Internal Committee, as well as jointly appoint Chairs.

2.1.3.3. Same; Runoff Election. (AS OF 14 MARCH 2022)

- 2.1.3.3.1. Any Senate member may nominate any Senator, who is not oneself, to be Executive Secretary. This nomination is seconded by any Senate member who is not oneself. The nominated Senator announces whether they accept their nomination. A Senator may give written consent to such a nomination if they cannot attend the runoff election.
- 2.1.3.3.2. At the conclusion of nominations, nominated Senators introduce themselves and state why they are running, as well as their plans and ideas they would present if they were Executive Secretary. There is then a period of review, where any members may pursue any relevant line of questioning. After said review, the nominated Senators are removed from the room while closed discussion and voting is conducted.
- 2.1.3.3.3. The Senate votes on each nominated Senator, with the nominated Senator with most “nays” being removed from the runoff. This process repeats until one nominated Senator remains, who, in this final election, is voted in by having no more than one-half ($\frac{1}{2}$) of the Senate voting “nay”.
- 2.1.3.3.4. All votes are cast by roll-call, and may either be announced or privately given to the Director of Inclusion, the Recording Secretary, the Corresponding Secretary, or the Advisor. Only one of these officers is chosen as the designed recipient for private votes for the entire runoff.
- 2.1.3.3.5. If this final election is rejected, the runoff election begins anew from the nomination stage.
- 2.1.3.3.6. Once a winner is decided the nominated Senators are called back into the room and informed of the results.

2.2. Committees.

2.2.1. Chair.

2.2.1.1. Chair Defined. (AS OF 14 MARCH 2022)

- 2.2.1.1.1. One (1) Senator, appointed jointly by the Executive Secretary and Director of Inclusion, leads a Standing or Ad-Hoc Internal Committee, and is CHAIR.
- 2.2.1.1.2. A Chair may be a Chair of only one (1) Standing or Ad-Hoc Internal Committee.
- 2.2.1.1.3. A Chair may be a Vice Chair for only one (1) other Standing or Ad-Hoc Internal Committee.
- 2.2.1.1.4. The Executive Secretary requires a Senate majority vote to dismiss a Chair from their office, unless said Chair provides written consent to the dismissal.

2.2.1.2. Same; Duties. (AS OF 14 MARCH 2022)

- 2.2.1.2.1. Chairs record the attendance of their Standing or Ad-Hoc Internal Committee Meetings and collect the attendance records of their Standing or Ad-Hoc Internal Subcommittees, reporting these records to the Recording Secretary to calculate attendance.
- 2.2.1.2.2. Chairs give an update of their Standing or Ad-Hoc Internal Committee’s progress at General Meetings. A Chair may assign this duty to any Senator of their committee if said Chair is unable to attend.
- 2.2.1.2.3. Chairs maintain records of their Standing or Ad-Hoc Internal Committee’s activities. The format of these records are set by the Executive Secretary.
- 2.2.1.2.4. At the discretion of the Chair, subcommittees may be formed and dissolved. A Senator, appointed by the Chair, leads a subcommittee, and is SUBCOMMITTEE CHAIR. Subcommittee attendance is recorded and sent to the Recording Secretary by the Subcommittee Chair.

2.2.2. Vice Chair.

2.2.2.1. Vice Chair Defined. (AS OF 14 MARCH 2022)

- 2.2.2.1.1. One (1) Senator, appointed by a Chair of a Standing or Ad-Hoc Internal Committee with the Executive Secretary’s approval, assists the Chair of a Standing or Ad-Hoc Internal Committee, and is VICE CHAIR.
- 2.2.2.1.2. A Vice Chair may be a Vice Chair of only one (1) Standing or Ad-Hoc Internal Committee.

- 2.2.2.1.3. A Vice Chair may be a Chair of only one (1) other Standing or Ad-Hoc Internal Committee.
- 2.2.2.1.4. The Executive Secretary requires a Senate majority vote to dismiss a Vice Chair from their office, unless said Vice Chair or their Chair provides written consent to the dismissal.
- 2.2.2.1.5. The Chair requires their Standing or Ad-Hoc Internal Committee's majority vote to dismiss a Vice Chair from their office, unless said Vice Chair provides written consent to the dismissal.
- 2.2.2.2. **Same; Duties. (AS OF 14 MARCH 2022)**
- 2.2.2.2.1. A Vice Chair assists their Chair in performing their duties.
- 2.2.2.2.2. At the Chair's discretion, a Vice Chair performs any of their Chair's duties.
- 2.2.2.2.3. A Vice Chair gives an update of their Standing or Ad-Hoc Internal Committee's progress at General Meetings if their Chair is absent or if no other Senator of their Standing or Ad-Hoc Internal Committee was assigned this duty.
- 2.2.3. Standing and Ad-Hoc Internal Committees.
- 2.2.3.1. **Standing and Ad-Hoc Internal Committees Defined. (AS OF 14 MARCH 2022)**
- 2.2.3.1.1. Senators meet outside of General Meetings in groups that focus on specific matters legislative, called STANDING INTERNAL COMMITTEES.
- 2.2.3.1.2. There are six (6) Standing Internal Committees: Rules, Appropriations, Student and Academic Affairs, Outreach, Environmental Sustainability, and Inclusion.
- 2.2.3.1.3. At the discretion of the Executive Secretary, additional Internal Committees may be formed and dissolved, called AD-HOC INTERNAL COMMITTEES.
- 2.2.3.1.4. Any Senator may be appointed to an Ad-Hoc Internal Committee with written consent.
- 2.2.3.1.5. Any Senator may be appointed to more than one (1) Internal Standing Committee with written consent to every additional assignment.
- 2.2.3.1.6. Any Executive Board member or the Executive Secretary may join any Standing or Ad-Hoc Internal Committee, but are considered *ex-officio* for all intents and purposes.
- 2.2.3.2. **Rules Committee Defined. (AS OF 14 MARCH 2022)**
- 2.2.3.2.1. The Rules Committee interprets and clarifies the UMDSGS and its parliamentary procedure.
- 2.2.3.2.2. All proposed amendments to UMDSGS are presented to the Rules Committee for approval by a majority vote.
- 2.2.3.2.3. The Rules Committee creates a resolution outline and an amendment outline to be available to any student at the University of Michigan-Dearborn. Said outlines include all formatting requirements. Any changes to the outlines by the Rules Committee do not apply to any resolutions already sent to the Senate for discussion and voting.
- 2.2.3.2.4. The Rules Committee leads an audit of UMDSGS within four weeks before or four weeks after the end of the Fall term, called the RULES COMMITTEE AUDIT, where only grammatical and organizational changes may be recommended to the Senate as an amendment.
- 2.2.3.3. **Appropriations Committee Defined. (AS OF 14 MARCH 2022)**
- 2.2.3.3.1. The Appropriations Committee has, in its membership, the number of Senators greater than or equal to twenty-five (25) percent of the current Senators, including the Senator who holds the title Chair. Fellows may still be assigned to the Appropriations Committee.
- 2.2.3.3.2. All appropriations requests from the budget are presented to the Appropriations Committee for approval by a majority vote.
- 2.2.3.3.3. All internal requests submitted on behalf of a committee are approved by majority vote in said committee before presentation to the Appropriations Committee. Said committee's voting results are included with the internal request.

- 2.2.3.3.4. Approved requests are sent to the Senate by the Appropriations Chair at least 24 hours before the start of a General Meeting. The voting results from the Appropriations Committee are included with the request. It is presented to the Senate for approval by a majority Senate vote.
- 2.2.3.3.5. Requests not approved by the Appropriations Committee may be presented by the President to the Senate for approval by a two-thirds (2/3) Senate majority vote.
- 2.2.3.3.6. The Appropriations Committee may send any internal or external request to the Senate with the recommendation that said internal or external request be discussed.
- 2.2.3.4. **Student and Academic Affairs Committee Defined. (AS OF 10 SEPTEMBER 2021)**
- 2.2.3.4.1. The Student and Academic Affairs Committee oversees and implements actions and policies to improve the academic and student life for all students.
- 2.2.3.4.2. The Student and Academic Affairs Committee acts to protect the rights of students as scholars, students, and persons.
- 2.2.3.4.3. The Student and Academic Affairs Committee engages with the student body to find desired areas of improvement and then facilitate solutions to said problems.
- 2.2.3.5. **Outreach Committee Defined. (AS OF 05 APRIL 2023)**
- 2.2.3.5.1. The Outreach Committee increases awareness of the Student Government of the University of Michigan-Dearborn and its activities among the student body.
- 2.2.3.5.2. The Outreach Committee collaborates with the Director of Technology to develop effective outreach and promotion strategies.
- 2.2.3.5.3. The Outreach Committee provides feedback to the Student Government of the University of Michigan-Dearborn on how to improve its communication and engagement with the student body.
- 2.2.3.5.4. The Outreach Committee schedules and gives informative talks about the Student Government of the University of Michigan-Dearborn in at least every college twice each term.
- 2.2.3.6. **Environmental Sustainability Committee Defined. (AS OF 11 OCTOBER 2021)**
- 2.2.3.6.1. The Environmental Sustainability Committee implements initiatives that decrease the overall environmental impact of Student Government and the University of Michigan-Dearborn as a whole.
- 2.2.3.6.2. The Environmental Sustainability Committee educates both members of Student Government and the student body on environmental issues.
- 2.2.3.6.3. The Environmental Sustainability Committee holds an annual Earth Week to educate the University of Michigan-Dearborn on environmental issues and to promote environmentally friendly changes in personal and campus behavior.
- 2.2.3.7. **Inclusion Committee Defined. (AS OF 14 MARCH 2022)**
- 2.2.3.7.1. The Inclusion Committee implements internal and external policy, resource, and program changes that improve diversity, equity, and inclusion within Student Government and the University of Michigan-Dearborn as a whole.
- 2.2.3.7.2. The Inclusion Committee faces the issues of the various communities of the University of Michigan-Dearborn and seeks input from said communities on solving these issues.
- 2.2.3.7.3. The Inclusion Committee coordinates their efforts with those of the Director of Inclusion.
- 2.2.3.7.4. The Inclusion Committee assists in the planning and running of Inclusion Week.

3. MATTERS EXECUTIVE.

3.1. Membership.

3.1.1. Executive Board.

3.1.1.1. **Executive Board Defined. (AS OF 05 APRIL 2023)**

3.1.1.1.1. A Standing Internal Committee not under the auspices of the Senate, called the EXECUTIVE BOARD, handles all matters executive.

3.1.1.1.2. The Executive Board has nine (9) members, called EXECUTIVE BOARD MEMBERS: President, Vice President, Director of Inclusion, Director of Athletics, Director of Fraternity and Sorority Affairs, Director of Technology, Financial Secretary, Recording Secretary, and the Corresponding Secretary.

3.1.1.2. **Executive Board Member Defined. (AS OF 31 OCTOBER 2021)**

3.1.1.2.1. An Executive Board Member is either an undergraduate student at the University of Michigan-Dearborn with at least a 3.00 cumulative grade point average and enrolled in at least six (6) credits in any given term (not applicable to Summer I and II), or a graduate student at the University of Michigan-Dearborn with at least a 3.00 cumulative grade point average and enrolled in at least five (5) credits in any given term (not applicable to Summer I and II).

3.1.1.2.2. No Executive Board Member may be a member of the Senate.

3.1.1.2.3. All Executive Board Members enjoy executive privilege.

3.1.1.2.4. All Executive Board Members, excluding the Vice President, serve at the pleasure of the President, and serve until the end of the term of the President by whom they were appointed.

3.1.1.2.5. The President and Vice President are elected by the student body as a joint ticket, and serve until the next inauguration.

3.1.1.3. **Same; Duties. (AS OF 10 SEPTEMBER 2021)**

3.1.1.3.1. Executive Board Members give an update of their work during General Meetings.

3.1.1.3.2. Executive Board Members, at the last General Meeting of every term, give a summary of their work during said term.

3.1.1.4. **Same; Succession. (AS OF 13 MARCH 2022)**

3.1.1.4.1. If the Vice Presidency becomes vacant, the President appoints a new Vice President, with Senate approval, from someone already on the Executive Board who is not a member *ex-officio*.

3.1.1.4.2. If both the offices of the President and Vice President became vacant, or if the Vice President declines the office of the President, the Executive Secretary acts in the President's stead and is President.

3.1.1.4.3. If the Presidency and Vice Presidency become vacant, and the Vice President declines the office of the President, and the Speaker of Senate declines the office of the President, an election of the new President is elected from within the Senate using the Speaker runoff election rules.

3.1.2. President.

3.1.2.1. **President Defined. (AS OF 13 MARCH 2022)**

3.1.2.1.1. One (1) student at the University of Michigan-Dearborn, elected by direct popular vote of the student body alongside one (1) other student, leads the Executive Board and indeed all of Student Government, and is PRESIDENT.

3.1.2.1.2. The President may not be the presiding officer of another SSO or RSO, and to be the presiding officer of another SSO or RSO forfeits the Presidency of the Student Government of the University of Michigan-Dearborn.

3.1.2.2. **Same; Duties. (AS OF 11 OCTOBER 2021)**

3.1.2.2.1. The President appoints themselves or another Executive Board Member to chair General Meetings.

- 3.1.2.2.2. The President individually appoints all Executive Board Members with Senate Approval, except for the Vice President unless the position is vacant.
- 3.1.2.2.3. The President chairs the Executive Board and is an *ex-officio* member of all Standing Internal Committees.
- 3.1.2.2.4. The President appoints any members to all Standing and Ad-Hoc External Committees of the University of Michigan-Dearborn, as well as the wider University of Michigan system.
- 3.1.2.2.5. The President is the chief liaison between the Student Government of the University of Michigan-Dearborn and the Administration of the University of Michigan-Dearborn, as well as the wider University of Michigan system.
- 3.1.2.2.6. In the absence or incapacity of the Vice President, the President swears in new Senators and new Executive Board Members.
- 3.1.2.2.7. The President coordinates with the Central Student Government President to speak before the Board of Regents, with specific consideration for their meeting with the Board of Regents at the University of Michigan-Dearborn.
- 3.1.2.2.8. The President leads an audit of the budget within four weeks before or four weeks after the end of the Fall term, called the MIDTERM BUDGET AUDIT. The Midterm Budget Audit is conducted alongside the Financial Secretary, the Executive Secretary, the Appropriations Committee Chair, and the Rules Committee Chair. The audit is line-by-line to comprehensively check the Financial Secretary's budget.
- 3.1.2.2.9. The President sends out emails and release statements to the student body on behalf of the Student Government of the University of Michigan-Dearborn.
- 3.1.3. Vice President.
 - 3.1.3.1. **Vice President Defined. (AS OF 10 SEPTEMBER 2021)**
 - 3.1.3.1.1. One (1) student at the University of Michigan-Dearborn, elected by direct popular vote of the student body alongside one (1) other student, assists the President in leading the Executive Board and indeed all of Student Government, and is VICE PRESIDENT.
 - 3.1.3.2. **Same; Duties. (AS OF 13 MARCH 2022)**
 - 3.1.3.2.1. The Vice President assists the President in the administration of the Student Government of the University of Michigan-Dearborn.
 - 3.1.3.2.2. The Vice President swears in new Senators.
 - 3.1.3.2.3. The Vice President swears in new Executive Board Members at the first General Meeting they attend.
 - 3.1.3.2.4. The Vice President chairs General Meetings in the absence of the President unless the President has appointed another Executive Board Member to chair General Meetings.
- 3.1.4. Director of Inclusion.
 - 3.1.4.1. **Director of Inclusion Defined. (AS OF 10 SEPTEMBER 2021)**
 - 3.1.4.1.1. One (1) student at the University of Michigan-Dearborn, appointed by the President with Senate approval, handles matters executive concerning diversity, equity, and inclusion at the University of Michigan-Dearborn, and is DIRECTOR OF INCLUSION.
 - 3.1.4.2. **Same; Duties. (AS OF 13 MARCH 2022)**
 - 3.1.4.2.1. The Director of Inclusion ensures that all students, staff, faculty, of the University of Michigan-Dearborn, as well as their clubs and organizations, adhere to the University of Michigan-Dearborn's and Office for Student Life's policies on nondiscrimination and inclusion, as well as to cultivate a more inclusive environment.
 - 3.1.4.2.2. The Director of Inclusion endeavors to eliminate all forms of prejudice, discrimination, and bias at the University of Michigan-Dearborn.
 - 3.1.4.2.3. The Director of Inclusion is the de facto ombudsperson for all matters regarding the Student Government of the University of Michigan-Dearborn.

- 3.1.4.2.4. The Director of Inclusion is the de facto arbitrator in all disputes that arise between members within the Student Government of the University of Michigan-Dearborn.
- 3.1.4.2.5. The Director of Inclusion organizes Inclusion Week for both the Fall and Winter terms, a week to promote diversity and inclusion at the University of Michigan-Dearborn and educate its community on issues facing the various communities that make up the University of Michigan-Dearborn.
- 3.1.4.2.6. The Director of Inclusion advocates for changes in policies and resources available for all groups of students that would benefit from them.
- 3.1.4.2.7. The Director of Inclusion investigates opportunities for the Student Government of the University of Michigan-Dearborn and the student clubs and organizations of the University of Michigan-Dearborn to collaborate on events and initiatives that promote diversity and inclusion.
- 3.1.5. Director of Athletics.
- 3.1.5.1. **Director of Athletics Defined. (AS OF 10 SEPTEMBER 2021)**
- 3.1.5.1.1. One (1) student at the University of Michigan-Dearborn, appointed by the President with Senate approval, handles matters executive concerning student athletics and fitness at the University of Michigan-Dearborn, and is DIRECTOR OF ATHLETICS.
- 3.1.5.2. **Same; Duties. (AS OF 10 SEPTEMBER 2021)**
- 3.1.5.2.1. The Director of Athletics is the chief liaison between the Department of Athletics and the Student Government of the University of Michigan-Dearborn.
- 3.1.5.2.2. The Director of Athletics meets with the University's Athletic Director at least once per month.
- 3.1.5.2.3. The Director of Athletics promotes the Department of Athletics' programs, events, and games to the student body of the University of Michigan-Dearborn.
- 3.1.5.2.4. The Director of Athletics investigates opportunities for the Student Government of the University of Michigan-Dearborn and student clubs and organizations of the University of Michigan-Dearborn to collaborate on events and initiatives that promote athletics involvement.
- 3.1.6. Director of Fraternity and Sorority Affairs.
- 3.1.6.1. **Director of Student Life Defined. (AS OF 10 AUGUST 2023)**
- 3.1.6.1.1. One (1) student at the University of Michigan-Dearborn, appointed by the President with Senate approval, will handle matters executive concerning student life and engagement at the University of Michigan-Dearborn, and is named DIRECTOR OF STUDENT LIFE.
- 3.1.6.1.2. **Same; Duties. (AS OF 10 AUGUST 2023)**
- 3.1.6.1.2.1. The Director of Student Life facilitates communication and cooperation between various student organizations, clubs, and societies, fostering a sense of unity and collaboration across campus.
- 3.1.6.1.2.2. The Director of Student Life collaborates with the Office of Student Life and Dearborn Support to enhance student engagement and campus life experiences at the University of Michigan-Dearborn as well as coordinate and support the planning, organization, and execution of campus-wide events, programs, and activities that enhance the overall student experience.
- 3.1.6.1.2.3. The Director of Student Life actively participates in relevant university committees, task forces, or working groups related to student life, advocating for student perspectives and contributing to decision-making processes.
- 3.1.6.1.2.4. The Director of Student Life explores and develops opportunities for collaborative events and initiatives that enrich the overall student experience and promote a vibrant campus community.
- 3.1.6.1.2.5. The Director of Student Life is responsible for meeting with the Office of Student Life and Dearborn Support a minimum of two times per month.

- 3.1.6.1.2.6. The Director of Student Life organizes Presidents' round table meetings to promote cooperation between the Student Government of the University of Michigan-Dearborn.
- 3.1.6.1.2.7. The Director of Student Life assesses the effectiveness of student engagement initiatives and regularly gathers feedback from the student body to continuously improve the quality of campus life.

3.1.6.2.

3.1.7. Director of Technology.

3.1.7.1. Director of Technology Defined. (AS OF 05 APRIL 2023)

- 3.1.7.1.1. One (1) student at the University of Michigan-Dearborn, appointed by the President with Senate approval, handles matters executive concerning technology management and promotion, and is DIRECTOR OF TECHNOLOGY.

3.1.7.2. Same; Duties. (AS OF 05 APRIL 2023)

- 3.1.7.2.1. The Director of Technology manages social media accounts and websites to promote the Student Government of the University of Michigan-Dearborn's events and initiatives.
- 3.1.7.2.2. The Director of Technology designs and produces flyers, posters, and other promotional materials.
- 3.1.7.2.3. The Director of Technology coordinates with the Outreach Committee to ensure all events and initiatives are promoted effectively.
- 3.1.7.2.4. The Director of Technology manages any other technology-related needs of the Student Government of the University of Michigan-Dearborn left unassigned, including online voting systems, online surveys, and event registration platforms.
- 3.1.7.2.5. The Director of Technology submits weekly updates of official acts and business of the Student Government of the University of the Michigan-Dearborn to the Dean of Students' Weekly Student Update email newsletter.

3.1.8. Financial Secretary.

3.1.8.1. Financial Secretary Defined. (AS OF 13 MARCH 2022)

- 3.1.8.1.1. One (1) student at the University of Michigan-Dearborn, appointed by the President with Senate approval, handles matters executive concerning the budget and finances, and is FINANCIAL SECRETARY.
- 3.1.8.1.2. The Financial Secretary is an authorized signer with the Office of Student Life.
- 3.1.8.1.3. The Financial Secretary is not a finance-managing officer of another SSO or RSO; to be so forfeits the title of Financial Secretary.

3.1.8.2. Same; Duties. (AS OF 13 MARCH 2022)

- 3.1.8.2.1. The Financial Secretary conducts financial transactions on behalf of the Student Government of the University of Michigan-Dearborn and keeps all financial records in accordance with Office of Student Life policy.
- 3.1.8.2.2. The Financial Secretary assists in the preparation of the annual budget.
- 3.1.8.2.3. The Financial Secretary maintains a copy of the budget, available to all members. Said budget copy is reflective of all changes up until the latest General Meeting.
- 3.1.8.2.4. The Financial Secretary allocates funds and resources as the Senate deems necessary.
- 3.1.8.2.5. The Financial Secretary investigates and suggests the best utilization of the Student Government of the University of Michigan-Dearborn's funds.
- 3.1.8.2.6. The Financial Secretary knows the University of Michigan-Dearborn's reimbursement policies, and informs the General Assembly of said policies.
- 3.1.8.2.7. The Financial Secretary's update includes any expenditures they have been properly informed of and an updated budget since the last update. This includes the changes to the line, to the section, and to the overall budget.

- 3.1.8.2.8. The Financial Secretary prepares a comprehensive report before the beginning of every term, which includes spending rates, month-over-month and projected spending, and an updated line-by-line report, including all total expenses.
- 3.1.9. Recording & Corresponding Secretaries.
- 3.1.9.1. **Recording & Corresponding Secretaries Defined. (AS OF 06 MARCH 2022)**
- 3.1.9.1.1. One (1) student at the University of Michigan-Dearborn, appointed by the President with Senate approval, handles matters executive concerning recordkeeping, and is RECORDING SECRETARY.
- 3.1.9.1.2. One (1) student at the University of Michigan-Dearborn, appointed by the President with Senate approval, handles matters executive concerning attendance, communications, and venue reservations, and is CORRESPONDING SECRETARY.
- 3.1.9.1.3. If either the Recording Secretary or Corresponding Secretary position is vacant, the other may temporarily hold both offices, with Senate approval, and is RECORDING & CORRESPONDING SECRETARY.
- 3.1.9.2. **Same; Shared Duties. (AS OF 13 MARCH 2022)**
- 3.1.9.2.1. The Recording and Corresponding Secretaries co-author detailed minutes of all General Meetings.
- 3.1.9.2.2. The Recording and Corresponding Secretaries draft and/or ghostwrite statements at the request of the President.
- 3.1.9.2.3. The Recording and Corresponding Secretaries are the head managers of file storage and synchronization for the Student Government of the University of Michigan-Dearborn
- 3.1.9.3. **Same; Recording Duties. (AS OF 13 MARCH 2022)**
- 3.1.9.3.1. The Recording Secretary forwards all resolutions passed by the Senate to the President.
- 3.1.9.3.2. The Recording Secretary maintains a schedule of all Standing or Ad-hoc External Committees meetings the Student Government of the University of Michigan-Dearborn partakes in and all meetings with the Administration of the University of Michigan-Dearborn and its campus community.
- 3.1.9.3.3. The Recording Secretary makes the General Meeting minutes publicly available on the Student Government of the University of Michigan-Dearborn's web page following Senate approval.
- 3.1.9.3.4. The Recording Secretary maintains the member contact list and an up-to-date list of all active members of the Student Government of the University of Michigan-Dearborn and their attendance. The attendance records are available to all members.
- 3.1.9.3.5. The Recording Secretary purchases the necessary office supplies for the office of the Student Government of the University of Michigan-Dearborn.
- 3.1.9.4. **Same; Corresponding Duties. (AS OF 13 MARCH 2022)**
- 3.1.9.4.1. The Corresponding Secretary keeps all official correspondence and documents of the Student Government of the University of Michigan-Dearborn, including an archive of relevant Student Government emails.
- 3.1.9.4.2. The Corresponding Secretary prepares General Meeting agendas and minutes.
- 3.1.9.4.3. The Corresponding Secretary reserves the spaces for all the Student Government of the University of Michigan-Dearborn's activities.

4. MATTERS ADVISORY.

4.1. Administrative.

4.1.1. Advisor General.

4.1.1.1. **Advisor General Defined. (AS OF 12 APRIL 2023)**

4.1.1.1.1. The Director of the Office of Student Life will appoint an administrator to handle all matters advisory between the Student Government of the University of Michigan-Dearborn and the University Administration of the University of Michigan-Dearborn, afforded the title ADVISOR GENERAL.

4.1.1.1.2. The Advisor General will be considered an authorized signer for all financial activity with the Office of Student Life.

4.1.1.2. **Same; Duties.**

4.1.1.2.1. The Advisor General will advise and provide consultation to the Student Government of the University of Michigan-Dearborn on matters legislative and matters executive.

4.1.1.2.2. The Advisor General may review any Student Government documents.

4.1.2. Committee Advisors.

4.1.2.1. **Committee Advisors Defined. (AS OF 12 APRIL 2023)**

4.1.2.1.1. The Executive Secretary, in consultation with the Advisor General, may jointly appoint one (1) administrator to handle all matters advisory per one (1) Internal Standing or Ad-hoc Committee of the Student Government of the University of Michigan-Dearborn, afforded the title COMMITTEE ADVISOR.

4.1.2.1.2. A Committee Advisor will serve at the pleasure of the Executive Secretary with recommendations from the President and Advisor, and may be jointly dismissed and replaced at any time by the Executive Secretary and Chair Committee after discussions with the Vice President.

4.1.2.2. **Same; Duties.**

4.1.2.2.1. The Committee Advisor will advise and provide consultation to the Internal Standing or Ad-hoc Committee to which they are assigned on matters legislative.

4.1.2.2.2. The Committee Advisor may review any documents of their assigned Internal Standing or Ad-hoc Committee.

4.1.2.2.3. The Committee Advisor works with the Chair of the Internal Standing or Ad-hoc Committee to which they are assigned to meet on an, at minimum, monthly basis with the Internal Standing or Ad-hoc Committee.

4.1.2.2.4. Committee Advisors may meet on a periodic or regular basis with the Advisor General.

4.2. Students of Michigan.

4.2.1. General Provisions.

4.2.1.1. **Students of Michigan Defined. (AS OF 13 MARCH 2022)**

4.2.1.1.1. A Standing External Committee, called STUDENTS OF MICHIGAN, handles all matters advisory between the Student Government of the University of Michigan-Dearborn, the Central Student Government of the University of Michigan-Ann Arbor, and the Student Government of the University of Michigan-Flint.

4.2.1.1.2. Students of Michigan fulfills the noble ends laid out in the Preamble of UMDSGS.

4.2.1.1.3. Members of Students of Michigan who represent the Student Government of the University of Michigan-Dearborn in its stead and is DELEGATE.

4.2.1.2. **Same; Duties. (AS OF 13 MARCH 2022)**

4.2.1.2.1. The Student Government of the University of Michigan-Dearborn covers travel and hosting expenses for the Students of Michigan Delegates and Students of Michigan Meetings, respectively.

- 4.2.1.2.2. The Student Government of the University of Michigan-Dearborn affords *ex-officio* membership within the Senate for the other Students of Michigan Delegates.
- 4.2.2. Students of Michigan Delegates.
 - 4.2.2.1. **Delegate Defined. (AS OF 13 MARCH 2022)**
 - 4.2.2.1.1. The Student Government of the University of Michigan-Dearborn has two (2) Delegates, with one (1) filled by any Executive Board Member and one (1) by any Senator.
 - 4.2.2.1.2. The President appoints the first Delegate, with Senate approval, and is PRIMARY DELEGATE.
 - 4.2.2.1.3. The second Delegate is appointed by the Primary Delegate alone and is SECONDARY DELEGATE.
 - 4.2.2.1.4. When the Student Government of the University of Michigan-Dearborn chairs Students of Michigan, the Primary Delegate is CHAIR OF STUDENTS OF MICHIGAN, and the Secondary Delegate the title VICE CHAIR OF STUDENTS OF MICHIGAN.
 - 4.2.2.1.5. A two thirds ($\frac{2}{3}$) Senate vote recalls either Delegate. They retain any other office held.
 - 4.2.2.1.6. If the Primary Delegate becomes vacant, the Secondary Delegate assumes the office.
 - 4.2.2.2. **Same; Duties. (AS OF 13 MARCH 2022)**
 - 4.2.2.2.1. The Primary and Secondary Delegates represent the Student Government of the University of Michigan-Dearborn and its interests.
 - 4.2.2.2.2. The Primary and Secondary Delegates attend the Central Student Government of the University of Michigan-Ann Arbor and the Student Government of the University of Michigan-Flint meetings when possible.
 - 4.2.2.2.3. The Primary and Secondary Delegates give an update at General Meetings on Students of Michigan's activities and/or the activities of the Central Student Government of the University of Michigan-Ann Arbor and the Student Government of the University of Michigan-Flint.
 - 4.2.2.2.4. Students of Michigan Meetings count towards a Delegate's attendance.

5. MATTERS ELECTORAL.

5.1. Election Commission and Election Coordinator.

5.1.1. Election Commission.

5.1.1.1. **Election Commission Defined. (AS OF 11 OCTOBER 2021)**

5.1.1.1.1. The Dean of Students appoints four (4) non-voting faculty and/or staff from the University of Michigan-Dearborn to a Standing Internal Committee, not under the auspices of the Senate, who handle election result certification and complaint hearings, called the ELECTION COMMISSION.

5.1.1.1.2. The Election Commission is dissolved upon the election result certification and the resolution of all complaint hearings.

5.1.1.1.3. The Dean of Students appoints one (1) additional non-voting faculty or staff from the University of Michigan-Dearborn to lead the Election Commission and chair its meetings, and is ELECTION COMMISSION CHAIR.

5.1.1.1.4. If an Election Commission Member resigns, the Dean of Students fills the vacancy.

5.1.1.2. **Same; Duties. (AS OF 11 OCTOBER 2021)**

5.1.1.2.1. No member of the Election Commission may promote, endorse, or favor a political party or candidate.

5.1.1.2.2. The Election Commission Chair notifies, in writing, a candidate who has a complaint filed against them. At the Election Commission Chair's discretion, this duty may be delegated to another member of the Elections Commission, who is ELECTION COMMISSION DESIGNEE.

5.1.1.2.3. The Election Commission Chair, or the Election Commission Designee, keeps a record of the points accumulated by a candidate for violations.

5.1.1.2.4. The Elections Commission Chair maintains active communications between the Election Commission and the Election Coordinator.

5.1.1.2.5. The Election Commission reviews, hears, and judges all complaints, as well as decides on penalties imposed.

5.1.2. Complaints and Complaint Hearings.

5.1.2.1. **Complaints Defined. (AS OF 14 MARCH 2022)**

5.1.2.1.1. Any student at the University of Michigan-Dearborn may file a complaint form with the Election Commission if an election violation is believed to have occurred. Complaint forms filed are placed into the Election Commission record and are provided to the Election Coordinator.

5.1.2.1.2. Any alleged violation of Student Rights or the Student Code of Conduct are filed with the Office of Student Conduct and Conflict Resolution.

5.1.2.1.3. The Election Coordinator forwards to the Dean of Students any information relevant to a violation of the University of Michigan-Dearborn's campus policy, and forwards to the appropriate legal authority any information relevant to a violation of Municipal, State, or Federal law.

5.1.2.2. **Complaint Hearings Defined. (AS OF 14 MARCH 2022)**

5.1.2.2.1. The Election Commission reviews a filed complaint form within five (5) Academic Days to determine whether a decision can be reached without a hearing. It is the sole discretion of the Election Commission to determine whether a hearing occurs.

5.1.2.2.2. If a hearing is needed, the Election Commission Chair or the Election Commission Designee decides time, location, and format of the hearing, notifying the student who filed the complaint form, the candidate or party in the complaint form, and the Election Coordinator, of such complaint hearings with at least 48 hours' notice in a way agreed upon by the Election Commission. If the student who filed the complaint form fails to appear at the start of the Complaint Hearing, the Election Commission may dismiss, postpone, or proceed with said Complaint Hearing. If the candidate or party in the complaint

form fails to appear at the start of the Complaint Hearing, the Election Commission may postpone or proceed with said Complaint Hearing.

- 5.1.2.2.3. If a hearing is not needed, the Election Commission issues a written decision to the Election Coordinator within two (2) days of a decision being reached.
- 5.1.2.3. **Same; Hearings Structure. (AS OF 11 OCTOBER 2021)**
 - 5.1.2.3.1. The Election Commission Chair chairs Complaint Hearings.
 - 5.1.2.3.2. The student who filed the complaint form and the candidate or party in the complaint form is given up to ten (10) minutes for an opening statement. Following said opening statements, the Elections Commission may ask the student who filed the complaint form and the candidate or party in the complaint form questions in order to establish the facts of the case. During this time, evidence may be presented. The student who filed the complaint form and the candidate or party in the complaint form is then given up to five (5) minutes for a closing statement.
 - 5.1.2.3.3. Upon the conclusion of closing statements, the Election Commission begins private deliberation on the Complaint Hearing. After deliberation, the Election Commission then delivers a written decision to the Election Coordinator of Elections within two (2) Academic Days.
- 5.1.2.4. **Same; Imposition of Penalties and Points. (AS OF 14 MARCH 2022)**
 - 5.1.2.4.1. The Election Commission may, as a result of their decision during a complaint hearing, suspend a candidate or party from campaigning, remove a candidate or party from the election cycle, impose a fine equal to the replacement cost of any altered, defaced, or destroyed material or property, or impose a point penalty in the case of candidates only. Parties do not accumulate points.
 - 5.1.2.4.2. The acquisition of five (5) or more points within an election cycle results in a candidate's disqualification by the Elections Commission. The candidate may not appear on any ballot, and all votes cast for the disqualified candidate are null and void.
- 5.1.2.5. **Same; One-point Violations Defined. (AS OF 14 MARCH 2022)**
 - 5.1.2.5.1. The alteration, defacement, destruction, movement, or obscuring of campaign material without the written consent of said campaign material's creator.
 - 5.1.2.5.2. Posting campaign material in printed form (flyers, banners, etc.), except for articles of clothing, without "created by (with name, contact number or email)" information present. This is not evaluated per piece of campaign material.
- 5.1.2.6. **Same; Two-point Violations Defined. (AS OF 05 OCTOBER 2021)**
 - 5.1.2.6.1. Intentionally submitting unsubstantiated violations against a candidate that are known to be untrue or incorrect.
- 5.1.2.7. **Same; Three-point Violations Defined. (AS OF 11 OCTOBER 2021)**
 - 5.1.2.7.1. Using, or attempting to use, SSO or RSO money, supplies, or office space.
 - 5.1.2.7.2. Falsifying an endorsement. This is assessed per endorsement falsified.
 - 5.1.2.7.3. Campaigning in campaign-free areas.
- 5.1.2.8. **Same; Four-point Violations Defined. (AS OF 14 MARCH 2022)**
 - 5.1.2.8.1. Malicious interference, or the attempt to maliciously interfere, with the voting of any student at the University of Michigan-Dearborn.
 - 5.1.2.8.2. The giving or receiving of favors, bribery, or attempting to give or receive favors, for the promise or acceptance of a vote, or for the promise or acceptance of special treatment by the faculty, staff, and/or student(s) at the University of Michigan-Dearborn. Additional disciplinary action may be taken against those who take such promises and are outside the jurisdiction of the Student Government of the University of Michigan-Dearborn.
- 5.1.2.9. **Same; Five-point Violations Defined. (AS OF 11 OCTOBER 2021)**
 - 5.1.2.9.1. Casting more than one (1) ballot, or attempting to cast more than one (1) ballot.

- 5.1.2.9.2. Casting, or attempting to cast a ballot as an alias or another student, or voting on behalf of another enrolled student at the University of Michigan-Dearborn.
- 5.1.2.9.3. Mediating votes, or watching polls in an intimidating manner. “Intimidating manner” is determined by the victim of such actions.
- 5.1.2.9.4. Intentionally spreading false information about a candidate or party that harms their reputation.
- 5.1.2.9.5. Intentionally spreading false information about a candidate or party that benefits their reputation, including oneself.
- 5.1.3. Appeals and Verification.
- 5.1.3.1. **Appeals Process Defined. (AS OF 27 MARCH 2023)**
- 5.1.3.1.1. A candidate initially disqualified by the Election Commission may file a written appeal to the Dean of Students within three (3) Academic Days of being notified of their disqualification. The Dean of Students issues a written decision to the appeal within three (3) Academic Days of an appeal being filed. This written decision is final and binding.
- 5.1.3.1.2. A candidate initially disqualified by the Dean of Students may file a written appeal to the Election Commission within three (3) Academic Days of being notified of their disqualification. The Election Commission issues a written decision to the appeal within three (3) Academic Days of an appeal being filed. This written decision is final and binding.
- 5.1.3.2. **Verification Defined. (AS OF 05 OCTOBER 2021)**
- 5.1.3.2.1. The Election Commission verifies the election results within five (5) Academic Days of the conclusion of all Complaint Hearings filed.
- 5.1.3.2.2. After verification, a copy of the verified election results is provided to the Election Coordinator and to the Office of Student Life for public viewing.
- 5.1.3.2.3. The verified election results are posted to the Office of Student Life VictorsLink within seven (7) Academic Days of the verification of the election results.
- 5.1.3.2.4. Individual names and voting records are not released, and are destroyed no later than ninety (90) days after the verification of the election.
- 5.1.3.2.5. A student at the University of Michigan-Dearborn may challenge a ballot’s validity by filing a complaint form to the Election Commission by the first Friday after the last Thursday in March.
- 5.1.4. Election Coordinator.
- 5.1.4.1. **Election Coordinator Defined. (AS OF 10 SEPTEMBER 2021)**
- 5.1.4.1.1. The Dean of Students appoints an administrator from the University of Michigan-Dearborn to handle all matters electoral, and is ELECTION COORDINATOR.
- 5.1.4.1.2. The Dean of Students may not be Election Coordinator.
- 5.1.4.1.3. If the Election Coordinator is believed to have violated UMDSGS, a formal complaint may be filed with the Dean of Students, who will issue a written decision to all candidates and parties within five (5) Academic Days of the Dean of Students receiving the complaint.
- 5.1.4.2. **Same; Duties. (AS OF 11 OCTOBER 2021)**
- 5.1.4.2.1. The Election Coordinator enforces all penalties passed by the Election Commission.
- 5.1.4.2.2. The Election Coordinator maintains accurate records of candidates, all publicity efforts, and weekly reports.
- 5.1.4.2.3. The Election Coordinator announces Election Commission decisions.
- 5.1.4.2.4. The Election Coordinator conducts at least three meetings for all prospective candidates, called ELECTION ORIENTATIONS.
- 5.1.4.2.5. The Election Coordinator maintains regular and by-appointment office hours.
- 5.1.4.2.6. The Election Coordinator provides written public notice(s) for the election, Election Orientation meetings, debates, and all other necessary dates and events, including date(s), time(s), and location(s),

if applicable. Said written public notices, excluding those for debates, may not include the names of candidates or parties.

5.1.4.2.7. The Election Coordinator makes available Complaint Forms and election documents.

5.1.4.2.8. The Election Coordinator conducts a meeting between the candidates for President and Vice President at least (2) Academic Days before the voting days, where candidates can express their ideas and plans to the student body, called a DEBATE. Said Debate is advertised to the student body at least one (1) week prior to the first day of voting.

5.1.4.2.9. The Election Coordinator reviews, as necessary, all campaign material.

5.1.4.2.10. The Election Coordinator distributes the election voting link and ballot to the student body.

5.1.4.2.11. The Election Coordinator provides space for the storage, maintenance, and availability of the campaign material of candidates and parties throughout regular building hours.

5.1.4.3. Online Voting Defined. (AS OF 10 SEPTEMBER 2021)

5.1.4.3.1. The Election Coordinator maintains a user-friendly, clear-to-understand, secure, and neutral online voting system through VictorsLink that is compliant with the policies of the University of Michigan-Dearborn.

5.1.4.4. Resource Reservations Defined. (AS OF 10 SEPTEMBER 2021)

5.1.4.4.1. The Election Coordinator takes all room reservation requests from candidates or parties, and reserves a room in said candidate's or party's stead, through the University of Michigan-Dearborn. Upon confirmation of the room reservation, the Election Coordinator informs the candidate or party in writing of said confirmation.

5.1.4.4.2. The Election Coordinator may deny any room reservation request if a reasonable written explanation is provided.

5.2. Elections, Parties, and Candidates.

5.2.1. Election Timeline.

5.2.1.1. Election Cycle Defined. (AS OF 10 SEPTEMBER 2021)

5.2.1.1.1. The election cycle begins right after the Intent to Run form submission deadline, and ends when the election results are verified by the Election Commission.

5.2.1.2. Election Timeline Defined. (AS OF 27 MARCH 2023)

5.2.1.2.1. The election cycle has two days of voting through VictorsLink only, commencing on the last Wednesday of March, and concluding on the last Thursday of March. The timing of the polls is at the Election Coordinator's discretion.

5.2.1.2.2. At least three (3) Election Orientations are held on different days when classes are in session, at the Election Coordinator's discretion, prior to the Intent to Run form submission deadline. Candidates must attend at least one (1) Election Orientation, or they are disqualified by written notice by the Election Coordinator.

5.2.1.2.3. The submission deadline for the Intent to Run form to the Election Coordinator is the first Friday of March, by 11:59 p.m. Endorsement forms are available after the submission deadline for the Intent to Run and Petition Signature forms.

5.2.1.2.4. The Election Coordinator makes the Intent to Run form available at least three (3) weeks prior to their submission deadline.

5.2.1.2.5. The Election Coordinator makes available to candidates and parties, if applicable, a sample ballot with eligible candidates and their respective parties, if applicable, at least two (2) weeks prior to the first day of voting to verify candidate and party information.

5.2.1.2.6. The Election Coordinator makes available to the student body by campus-wide public email notice said sample ballot with eligible candidates and their respective parties, if applicable, at least one (1) week prior to the first day of voting. This email also notifies the student body of the election.

- 5.2.1.2.7. Endorsement forms are submitted by the day prior to when on-campus campaigning may begin.
- 5.2.1.2.8. On-campus campaigning commences at 8:00 AM EST seven (7) Academic Days prior to the first day of voting, and concludes at 4:30 PM EST on the Friday following the final day of voting.
- 5.2.1.2.9. Online and social media campaigning commences (7) Academic Days prior to the first day of voting, and concludes at 4:30 PM EST on the Friday following the final day of voting.
- 5.2.1.2.10. All complaints forms are filed online by 4:30 PM EST on the Friday following the final day of voting.
- 5.2.1.2.11. Unofficial results are released by the Election Coordinator at 5:00 PM EST on the Friday following the final day of voting.
- 5.2.1.3. **Ties Defined. (AS OF 14 MARCH 2022)**
 - 5.2.1.3.1. A tie between the two most voted for President and Vice President tickets are resolved by Senate majority vote. This vote is final and binding.
 - 5.2.1.3.2. A tie between two Senator tickets, where the number of tied tickets would lead to an excess of Senators-elect, are resolved by incumbent Senate majority vote. This vote is final and binding.
- 5.2.1.4. **Senate Vacancies Defined. (AS OF 14 MARCH 2022)**
 - 5.2.1.4.1. A vacancy after the election results are verified and before the first General Meeting is filled by the next highest vote receiver who meets qualifications and requirements of that election. This continues until all Senator titles are filled. All remaining vacant Senator titles are filled through Voting Privilege Petition by Fellows.
- 5.2.1.5. **Candidate Qualifications Defined. (AS OF 31 OCTOBER 2021)**
 - 5.2.1.5.1. The Election Coordinator verifies the qualifications and procedural requirements of all candidates seeking office, with those candidates who fail to meet all requirements disqualified by written notice within forty-eight (48) hours of the disqualification. This is final and binding.
 - 5.2.1.5.2. A Candidate may seek the Presidency or Vice Presidency alongside a Senator title. A candidate who is elected as President or Vice President and as Senator forfeits their Senator title. Said candidate's Senator title goes to the candidate with the next most votes.
 - 5.2.1.5.3. A Candidate may seek office as a write-in. Said candidate's qualifications and procedural requirements are still verified by the Election Coordinator.
 - 5.2.1.5.4. Candidates who wish to withdraw from the election send a written request to the Election Coordinator at any time during the election cycle.
- 5.2.1.6. **Ballot Qualifications Defined. (AS OF 27 MARCH 2023)**
 - 5.2.1.6.1. A candidate who wishes to be on the ballot will submit an Intent to Run form for each office they seek.
 - 5.2.1.6.2. A candidate who wishes to be on the ballot writes a statement of up to 500 words on why they are running, and their plans and ideas they would present if they held the position. Alongside their written statement, a candidate also includes their full name, their class standing, what degree they are seeking, and their pronouns. A candidate may also include an appropriate picture, subject to approval by the Election Coordinator and can be disapproved and removed at the Election Coordinator's discretion.
 - 5.2.1.6.3. The Election Coordinator disqualifies by written notice all candidates who engage in fraud in any form.
- 5.2.1.7. **Rules of Amendment Defined. (AS OF 08 FEBRUARY 2023)**
 - 5.2.1.7.1. The Election Coordinator may make discretionary decisions about an ongoing Election Cycle regarding the Election Timeline and procedures, as matters arising may warrant or necessitate.
 - 5.2.1.7.2. A formal and ongoing amendment to the Election Timeline and procedures requires a two-thirds ($\frac{2}{3}$) Senate majority vote.
- 5.2.2. Parties.
 - 5.2.2.1. **Parties Defined. (AS OF 14 MARCH 2022)**
 - 5.2.2.1.1. Any candidate seeking to be the President, the Vice President, or a Senator, may form a group founded around a set of goals or an action plan, called a PARTY.

- 5.2.2.1.2. Any candidate seeking to found a Party sends a written notice to the Election Coordinator of their Party's name, who runs under the Party, and the member who acts as the liaison between the Party and the Election Commission and the Election Coordinator, called the PARTY REPRESENTATIVE.
- 5.2.2.1.3. Parties do not share identical names or similar names. If such a case occurs, the Party with the latest registration date changes their name.
- 5.2.2.2. **Same; Duties. (AS OF 10 SEPTEMBER 2021)**
- 5.2.2.2.1. A candidate's party affiliation is determined by the most recently submitted Intent to Run form, provided they are included on that party's list of potential candidates.
- 5.2.2.2.2. Candidates may not change party affiliation after the Intent to Run form submission deadline.
- 5.2.2.2.3. The Party Representative may remove a candidate from their party after the Intent to Run form submission deadline by sending a written request to the Election Coordinator. The Party Representative informs the removed member, in writing, of the reason(s) for their removal.
- 5.2.2.2.4. Candidates may remove themselves from their party after the Intent to Run form submission deadline by sending a written request to the Election Coordinator.
- 5.3. Campaigning and Inauguration.
- 5.3.1. Campaigning.
- 5.3.1.1. **Campaigning Policy Defined. (AS OF 01 JANUARY 2023)**
- 5.3.1.1.1. While the creation and promotion of a common voice for the student body necessarily entails free dialogue and debate, the safety and rights of students will not be infringed upon.
- 5.3.1.1.2. All bathrooms, the Mardigian Library, Student Sponsored Organization Offices, University Administrative Offices, the Union at Dearborn residential space and leasing office, and stairways are campaign-free areas.
- 5.3.1.1.3. The Student Government of the University of Michigan-Dearborn and the Student Organization Allocation Council may not campaign, endorse, or appropriate funds for or against any candidate or party.
- 5.3.1.1.4. Members who currently hold positions in Student Government may support any candidate or party, but may not express support or opposition on behalf of the Student Government of the University of Michigan-Dearborn or the Student Organization Allocation Council.
- 5.3.1.1.5. A student wearing candidate or party apparel is campaigning if they are wearing said candidate or party apparel before the start of on-campus campaigning, if they are acting as an official representative for the Student Government of University of Michigan-Dearborn or the Student Organization Allocation Council, or if they are acting as an official representative of an Administrative Office or an Administrator at the University of Michigan-Dearborn.
- 5.3.1.2. **Campaign Materials Defined and Format. (AS OF 11 OCTOBER 2021)**
- 5.3.1.2.1. Printed campaign material, except for clothing, referencing a candidate or party is identified with the name and contact information of the creator, be it an individual or organization, in the following manner, typed in twelve (12) point font or greater: Created by (name) and (phone number or email address).
- 5.3.1.2.2. Printed campaign material, except for clothing, is reviewed, approved, and stamped by the Election Coordinator. Unapproved campaign materials will be removed.
- 5.3.1.3. **Ethical Precedents Concerning Campaign Resources. (AS OF 31 OCTOBER 2021)**
- 5.3.1.3.1. All candidates must exercise fiscal responsibility while campaigning.
- 5.3.1.3.2. No Student Sponsored Organization (SSO) or Recognized Student Organization (RSO) may contribute money, supplies, or office space to a candidate or party.
- 5.3.1.3.3. A candidate or party may only reserve spaces and supplies through the Election Coordinator.

5.3.1.4. Endorsements Defined. (AS OF 01 JANUARY 2023)

- 5.3.1.4.1. A candidate or party may be endorsed by any SSO and RSO, except for the Student Government of the University of Michigan-Dearborn and the Student Organization Allocation Council, by an Endorsement Form provided by the Election Coordinator. This authorization is submitted to the Election Coordinator before the endorsement can be used.
- 5.3.1.4.2. Endorsement forms are due the day before the first day of on-campus campaigning.

5.3.2. Inauguration.**5.3.2.1. Inauguration Ceremony Defined. (AS OF 14 MARCH 2022)**

- 5.3.2.1.1. A ceremony is held no later than six (6) weeks after the conclusion of the election timeline, called the INAUGURATION, where all newly elected members take the oath of office.
- 5.3.2.1.2. The current President, who chairs the Inauguration, administers the oath of office to the President-elect. Upon concluding their oath of office, the President-elect is PRESIDENT, and the current President thereby forfeits their title.
- 5.3.2.1.3. The new President administers the oath of office to the Vice President-elect. Upon concluding their oath of office, the Vice President-elect is VICE PRESIDENT, and the current Vice President thereby forfeits their title.
- 5.3.2.1.4. The new Vice President administers the oath of office to all Senators-elect. Upon concluding their oath of office, all Senators-elect are SENATORS, and all current Senators thereby forfeit their titles.