

BYLAWS OF THE USG

Updated 9/8/21

Article I: General

Section 1: Definitions

- i. The Undergraduate Student Government will be referred to as the USG henceforth.
- ii. The Undergraduate Senate will be referred to as the Senate henceforth.
- iii. The Executive Branch will be referred to as the Executive henceforth.
- iv. The Judicial Branch will be referred to as the Judicial henceforth.
- v. The University of Denver will be referred to as the University or DU henceforth.
- vi. These Bylaws of the USG and the Constitution of the USG are the Governing Documents of the USG.
- vii. An academic week, as defined now and hereafter, starts Monday and ends Sunday.

Section 2: Oath

All members of the USG must recite an oath upon certification of an election, transition, or upon their appointment. At the time in which a member is sworn in they shall read the following as they raise their right hand: "I (state your name) do solemnly swear that I will knowledgeably and faithfully execute the duties and responsibilities of the office of (office name), that I will abide by the governing documents of the Undergraduate Student Government and that I will work to my fullest abilities to promote the interests and welfare of the students of the University of Denver."

Section 3: Code of Ethics

1. Persons holding Undergraduate Student Government offices shall act in accordance with this constitution, all state, federal, and local laws, and the DU Honor Code, and shall behave in an ethical manner while acting in their official capacity.
2. No member of the Undergraduate Student Government shall use their position to speak on behalf of the organization unless given that authority in the Undergraduate Student Government Constitution or Bylaws.
3. Members of the Undergraduate Student Government shall not use their position for personal gain in an unethical manner and shall abstain from casting votes in any case involving a potential conflict of interest on their part including, but not limited to: organization affiliation, personal relationships, and/or financial gain.
4. Members of the Undergraduate Student Government shall be expected to treat all persons with respect regardless of personal disagreements, are equally available to all students without regard to age, ancestry, color, creed, ability, ethnicity, gender identity, marital status, military and veteran status, national origin, parentage, political affiliation, pregnancy, race, religion, or sexual orientation.

5. Members of the Undergraduate Student Government shall not willingly participate in acts of moral turpitude whilst holding office or acting in their official capacity.
6. Members of the Undergraduate Student Government may not engage in any form of retaliation which is defined as any action or threatened action that deters or would likely deter a reasonable person from reporting prohibited conduct or participating in the Undergraduate Student Government's ethics procedures.
7. Officers alleged to have committed minor violations of these ethics may be subject to disciplinary actions.
8. Officers alleged to have committed egregious violations of these actions may be subject to removal from office or impeachment.

Article II: Legislative Branch

Section 1: Eligibility and Conduct

A. Requirements for Elected Officials

Subsection i. Academic Standing

All elected officials of the USG must maintain a minimum cumulative grade point average of 2.5

Subsection ii. Disciplinary Standing

All elected officials of the USG must be in good disciplinary standing with the University as defined by the University Honor Code and Student Conduct Policies and Procedures.

Subsection iii. Constituency

All elected officials must be a part of the constituency they were elected to represent.

Subsection iv. Enrollment

All elected officials must be an enrolled undergraduate student at the University as defined by the Registrar.

Subsection v. Transfer and Exchange Student Senator

Students running for the Transfer and Exchange Student Senator position must be in their first year at the University of Denver but not as a traditional Freshman. This includes Transfer students in their first year at DU and exchange students who are at DU for a one year exchange program. The Election Commission is tasked with working with International House and Transfer Admission to make eligible candidates aware of election well in advance of it taking place. The election of the Transfer and Exchange Student Senator will take place alongside the two Freshmen Senator elections in the first five weeks of Fall quarter. Candidates must comply with all other stated requirements for eligibility in addition to those laid out here in Subsection v. Transfer and Exchange Student Senator.

Subsection vi. Diversity and Inclusive Excellence Student Senator

Students running for the Diversity and Inclusive Excellence Senator position must prove a past executive board position in a Student Affinity Group (which is defined as an identity based student organization whose members share an “identity” which can include race, ethnicity, gender identity, sexual orientation, socioeconomic background, age, disability, national origin, or religion) at either DU or another College or University. Past affinity group executive board position in a Student Affinity group, has to be proved by providing the Elections Commissioner with written evidence from the Staff Advisor of the affinity group or the equivalent as determined by the Elections Commissioner. The Diversity and Inclusive Excellence Senator will act as the External Chair of the Diversity Committee. The election of the Diversity and Inclusive Excellence Senator will take place alongside the general election during the first five weeks of Spring quarter. Candidates must comply with all other stated requirements for eligibility in addition to those laid out here in Subsection vi. Diversity and Inclusive Excellence Senator.

Subsection vii. Title IX Senator

Student candidates for the Title IX Senator position must not be in their first year at the University of Denver. The Student Living and Wellness Committee shall be tasked with presenting a candidate to the full Senate after the first convening of the newly elected Senate but before the end of the Academic Year, at which time the Candidate shall be presented to the Senate. The Chair of the Student Living and Wellness Committee shall justify the nomination of the Committee on the Candidate’s record of past work on Gender-Based Violence prevention. A quorum being present, the Senate can confirm the Candidate with a $\frac{2}{3}$ vote. If the Candidate fails to get the votes of $\frac{2}{3}$ of the Senate’s vote, the committee has 2 weeks to present another Candidate to the Senate.

B. Responsibilities

Subsection i. Attendance

Senators are required to be in each meeting of the Senate unless otherwise excused by the President Pro Tempore. Senators may have no more than 3 unexcused absences during their term. To have an absence excused, the President Pro Tempore must be notified in writing prior to the start of a meeting. Excused absences include required events for classes, emergencies, health, and mental health related situations. The President Pro Tempore has the right to determine if an absence is excused or not. For the Abroad Senator, who is abroad for only one Quarter, attendance shall be waived during the abroad Quarter of their term.

Subsection ii. Senators Abroad

There will be only one position available to students who will be studying abroad during the year of the term for which they are running. Only candidates studying abroad for only one Quarter are permitted to run for the Abroad Senator position. This Senator is expected to attend regular Senate meetings for the two quarters which they will be on campus. Candidates for the Abroad Senator position will run during normal election times.

Subsection iii. Statements of Support

Every senator is granted the right to issue statements of support in response to major and urgent issues that directly affect members of our student body and their experience at the university. These statements are a means to vocalize support and advocacy for the affected students and not as a means to merely state the senator’s opinion on the addressed issues. These statements should include on-campus resources that

students can refer to for further support. These statements get sent to the President, Vice President and President Pro Tempore for verification of the guidelines above, and if approved by the President, Vice President, and President Pro Tempore after verification of guidelines, these statements get published on the USG Facebook page within 24 hours of their submission to the President and Vice President and President Pro Tempore. When a statement is published, the concerned senator shall bring the statement to the senate for discussion at the soonest USG meeting following the statement's submission, and if the senate's discussion concludes that the statement violates any of the guidelines mentioned above, the President, Vice President and President Pro Tempore shall reserve the right to review the statement a second time and decide whether to keep it published or not within 24 hours. The President, Vice President and President Pro Tempore's final decision regarding the statement be explained and communicated to all of the senate through any communication channel they choose.

C. Conduct

Subsection i. Adjudication

Should charges be brought against any member of the USG for violating the Governing Documents of the USG, the process shall be overseen by the Judicial Board in the procedures outlined in the Judicial Register. Any sanctions imposed on the member of the USG by the Judicial Board must be approved by a majority vote in the Senate.

Subsection ii. Vacancy in the Senate

If the Senate approves a removal sanction that was submitted by the Judicial Board, or there is any vacancy in the Senate, the President may nominate a student who meets the requirements for that office, to be confirmed by a $\frac{2}{3}$ majority vote by the Senate.

Section 2: Operating Procedures

A. Meeting Requirements

Subsection i. Location

The location for all Senate meetings shall be decided by the President Pro Tempore and publicly announced at least two days in advance.

Subsection ii. Quorum

Business may only be conducted in the presence of a quorum of the Senate, which shall be defined as $\frac{2}{3}$ of Senators including the President Pro Tempore.

Subsection iii. Definition of Majority

A majority shall be defined as the smallest whole number of Senators which exceeds fifty percent of those present and voting upon the attainment of quorum. Abstentions are to be counted as present and not-voting, and thus are not factored into a majority.

Subsection iv. Special Meetings

Special meetings of the Senate may be called by the President Pro Tempore or by a petition of one-third of the Senate at any time provided forty-eight (48) hours notice. Only business pertaining to the purpose of the special meeting may be conducted during a special meeting.

B. Rules of Debate

Subsection i. Robert's Rules of Order

All meetings of the Senate shall abide by Robert's Rules of Order, Eleventh Edition.

Subsection ii. Speaking Privileges

The President, Vice President, President Pro Tempore, all Senators, and all members of the Executive Cabinet have recognized speaking privileges. Executive Secretaries and the President are not voting members. Members of the general public must be recognized by the Vice President, or the President Pro Tempore if the Vice President is absent.

C. Legislation

Subsection i. Executive Signature

All legislation shall be turned over to the USG President for signature or veto within forty-eight hours of their passage by the Senate.

Subsection ii. Veto

Any legislation that the President fails to sign or veto within seventy-two hours of receipt shall take effect immediately.

Subsection iii. Types of Legislation

Legislation may be considered by the Senate as a Bill or a Resolution.

Subsection iv. Bill

A bill is a binding piece of legislation that can appropriate funds, create or dissolve positions within the Executive Branch, amend the Bylaws of the USG, and create or change the policies of the USG, both internal and external. A bill must have a majority vote to pass unless it amends Bylaws of any sort, which requires a $\frac{2}{3}$

vote to pass and must be introduced and read in full before the Senate. After the reading, the author of the amendment is required to elaborate on the reasoning and necessity of the amendment before the Senate. Such debate is at the unlimited discretion of the Chair. After the discussion period, the amendment must be tabled until the next meeting of the Senate at which time a $\frac{2}{3}$ vote is required for passage. Bylaws are subject to executive veto.

Subsection v. Resolution

A resolution is a non-binding piece of legislation that can express the sentiment of the body on an issue, discuss new circumstances that highlight old policy, or underscore other matters of symbolic import. A resolution must have a majority vote to pass and is not subject to an executive veto.

A senator may present issues regarding the student body within Senate, however, a resolution must begin within a respective committee and authored by senator(s) within said committee (i.e., matters involving Student Orgs shall have resolutions originating within Student Orgs Committee). The committee shall deliberate, research, and refine the resolution before the committee chair shall host a vote amongst its members on whether to introduce the resolution to the floor of the Senate.

Subsection vi: Resolution Exceptions

Upon a case of urgency for the welfare or emergent interest of the student body, the President Pro Tempore may allow a senator to present a resolution to the floor of the Senate without the prior approval process of a committee.

D. Other Items of Consideration

Subsection i. Report of a Committee

The report of a committee is a written document that may be informational, persuasive, and/or analytical, expressing the considered and typically researched conclusion of the committee on a specific topic. Reports of committees are read before the Senate. A report of a committee cannot be amended on the floor of the Senate, and so changes must be made by referring it back to its committee with a majority vote. A report cannot be referred to a committee that did not draft the original. A report is not considered a binding decision of the Senate, but its suggestions can be taken up by other means. It is not subject to executive veto.

Subsection ii. Report of Executive

The report of an executive is a written document and/or presentation by a Cabinet member, Task Force, the President, Vice President, or one of their designated representatives to the Senate. It is introduced to the Senate by the executive according to the policies of the President Pro Tempore.

Subsection iii. Confirmations

All nominations of executive appointees must be submitted by the Vice President for a $\frac{2}{3}$ confirmation vote by the Senate. There must be a written or oral explanation accompanying each nomination which must be provided at least once to the Senate prior to a confirmation vote.

Subsection iv. Report of the Judicial Board

When the Judicial Board makes a decision on a case as outlined in the Judicial Register, the sanctions suggested shall be submitted to the Senate for approval at the next Senate meeting. The sanctions must be approved by a majority vote of the Senate to take effect.

Subsection iv. Petitions

Petitions will be considered by the Undergraduate Student Government once they reach 75 signatures. Once this threshold is reached, the Senate Affairs Chair shall assign the petition to a Senator that will take

on the task stated by the petition. If a petition fails to reach 75 signatures by one month from the start of the petition's creation, then the petition shall cease to exist.

Section 3: Committees

A. Structure and Powers

Subsection i. Standing Committees

Standing committees are outlined in Article II Section 4 of the Constitution. All Standing Committees shall have the power to authorize internal rules of procedure. These must be submitted to the Chair of the Senate Affairs Committee for documentation.

Subsection ii. Temporary Committees

Temporary committees can be created by a bill in the Senate. A temporary committee must have a set expiration date and specific purpose outlined in the bill before it can be introduced to the Senate via the policies of the President Pro Tempore. A temporary committee must have a designated Committee Chair, basic guidelines regarding funding or the lack thereof, and membership included in the bill before it can be introduced to the Senate. The Committee Chair for temporary committees does not need to be a voting Senator in the USG. The Committee Chair has the authority to appoint people to the temporary committee as they see fit. The Senate can pass directives to alter the original bill creating a temporary committee through the process outlined in Article III Section 3 Subsection V.

B. Finance Committee Bylaws

Subsection i. Definition and Purpose

The purpose of the Finance Committee shall be to manage the University of Denver student activity fee, plan and conduct student activity fee allocations to student organizations, and to oversee the transactions of all licensed student organizations.

Subsection ii. Chair

The President shall nominate one USG Senator to chair the Finance Committee, to be confirmed by a $\frac{2}{3}$ majority vote by the Senate. The Chair of the Finance Committee shall be vested with the authority to call meetings, assign duties to Committee members, and ensure the regular administration of the Finance Committee.

Subsection iii. Membership

The Finance Committee shall consist of members appointed by the President Pro Tempore. The Chair of the Student Organizations Committee shall be a member of the Finance Committee. There must be at least three members of the Finance Committee, excluding the Chair of the Finance Committee and Chair of the Student Organizations Committee.

Subsection iv. Powers and Limits

The Finance Committee shall be vested with the authority to manage the student activity fee, conduct annual student activity fee allocations to student organizations, create policy for the use of allocated money by student organizations, and administer programming and general accountability requirements for

all student organizations. The Finance Committee shall be vested with the authority to suspend or expropriate any allocation of funds from any organization or committee due to the misappropriations of funds, the embezzlements of funds, suspension or loss of licensed status from the Student Organizations Committee, or any violation of standing Finance Committee policy.

Subsection v. Meetings and Quorum

The Finance Committee shall meet regularly. Quorum shall consist of a majority of the Finance Committee. Finance Committee meetings shall be closed to members of the USG, unless invited by the Chair of the Finance Committee.

Subsection vi. Vacancies

The Finance Committee Chair and members may resign their position upon notification in writing to the USG President, Vice President, President Pro Tempore, and the USG Senate. Upon the resignation of the Finance Committee Chair, the USG President shall nominate a replacement chairperson, to be confirmed by a $\frac{2}{3}$ majority in the Senate. Upon the resignation of a member of the Finance Committee, the President Pro Tempore shall assign a replacement.

C. Student Organizations Committee Bylaws

Subsection i. Definition and Purpose

The purpose of the Student Organizations Committee (hereafter, the SOC) shall serve to oversee undergraduate student organizations, including but not limited to the management of licensing of student organizations, the stewardship of all policy relevant to student organizations, and the SOC shall maintain the power to sanction student organizations in accordance with these Bylaws and the USG Constitution.

Subsection ii. Chair

The President shall nominate one USG Senator to chair the SOC, to be confirmed by a $\frac{2}{3}$ majority vote by the Senate. The Chair of the SOC shall be vested with the authority to call meetings, assign duties to Committee members, and ensure the regular administration of the SOC.

Subsection iii. Membership

The SOC shall consist of members appointed by the President Pro Tempore. The Chair of the Finance Committee shall be a member of the SOC. There must be at least three members of the Finance Committee, excluding the Chair of the SOC and Chair of the Finance Committee.

Subsection iv. Powers and Limits

The SOC shall be vested with the authority to license undergraduate student organizations, administer programming and general accountability requirements, and maintaining a student organizations liaison program.

Subsection v. Meetings and Quorum

The SOC shall meet regularly. Quorum shall consist of a majority of the SOC. SOC meetings shall be closed to members of the USG, unless invited by the Chair of the SOC.

Subsection vi. Vacancies

The SOC Chair and members may resign their position upon notification in writing to the USG President, Vice President, President Pro Tempore, and the USG Senate. Upon the resignation of the SOC Chair, the USG President shall nominate a replacement chairperson, to be confirmed by a $\frac{2}{3}$ majority in the Senate. Upon the resignation of a member of the SOC, the President Pro Tempore shall assign a replacement.

D. Senate Affairs Committee Bylaws

Subsection i. Definition and Purpose

The Senate Affairs Committee shall serve to further the interests of the USG Senate, maintain and uphold the proceedings of the USG Senate, and conduct regular revisions of the USG Constitution and Bylaws of the USG.

Subsection ii. Chair

The President shall nominate one USG Senator to chair the Senate Affairs Committee, to be confirmed by a $\frac{2}{3}$ majority vote by the Senate. The Chair of Senate Affairs shall be vested with the authority to call meetings, assign duties to Committee members, and ensure the regular administration of the Senate Affairs Committee.

Subsection iii. Membership

The Senate Affairs Committee shall consist of members appointed by the President Pro Tempore. There must be at least three members of the Senate Affairs Committee, including the Chair.

Subsection iv. Powers and Limits

The Senate Affairs Committee shall be vested with the authority to propose revisions and amendments to the Constitution and Bylaws of the USG, review candidates for vacant positions in the Senate, and document as well as archive proceedings of the USG. The Senate Affairs Chair is responsible for designating a Senator or group of Senators to a petition filed by a member of the undergraduate student body as the chair sees fit. The Senate Affairs Chair has one week to assign a petition to a Senator.

Subsection v. Meetings and Quorum

The Senate Affairs Committee shall meet as needed. Quorum shall consist of a majority of the Senate Affairs Committee. Senate Affairs Committee meetings shall be closed to members of the USG, unless invited by the Chair of Senate Affairs.

Subsection vi. Vacancies

The SOC Chair and members may resign their position upon notification in writing to the USG President, Vice President, President Pro Tempore, and the USG Senate. Upon the resignation of the SOC Chair, the USG President shall nominate a replacement chairperson, to be confirmed by a $\frac{2}{3}$ majority in the Senate. Upon the resignation of a member of the SOC, the President Pro Tempore shall assign a replacement.

E. Faculty and Academic Affairs Committee Bylaws

Subsection i. Definition and Purpose

The purpose of the Faculty and Academic Affairs Committee is to act as a liaison between the undergraduate students of DU, the Graduate Student Government (GSG), the Faculty Senate, university alumni, and administration of the University with the objective of creating an academic culture at DU that is challenging, growth oriented and productive for students of all areas of study.

Subsection ii. Chair

The President shall nominate one USG Senator to chair the Faculty and Academic Affairs Committee, to be confirmed by a $\frac{2}{3}$ majority vote by the Senate. The Chair of Faculty and Academic Affairs shall be vested with the authority to call meetings, assign duties to Committee members, and ensure the regular administration of the Committee.

Subsection iii. Membership

The Faculty and Academic Affairs Committee shall consist of members appointed by the President Pro Tempore. There must be at least three members of the Faculty and Academic Affairs Committee, including the Chair.

Subsection iv. Powers and Limits

The Faculty and Academic Affairs Committee shall be vested with the power to call for regular meetings with Faculty Senate leaders, including but not limited to the Faculty Senate President, the Chair of the Faculty Senate Student Relations Committee, and the Chair of the Faculty Senate Academic Planning Committee. The committee shall sponsor resolutions and bills in the Senate seeking support for policy changes related to faculty and academic affairs.

Subsection v. Meetings and Quorum

The Faculty and Academic Affairs Committee shall meet as needed. Quorum shall consist of a majority of the Faculty and Academic Affairs Committee. Faculty and Academic Affairs Committee meetings shall be closed to members of the USG, unless invited by the Chair of Faculty and Academic Affairs.

Subsection vi. Vacancies

The Faculty and Academic Chair and members may resign their position upon notification in writing to the USG President, Vice President, President Pro Tempore, and the USG Senate. Upon the resignation of the Faculty and Academic Chair, the USG President shall nominate a replacement chairperson, to be confirmed by a $\frac{2}{3}$ majority in the Senate. Upon the resignation of a member of the Faculty and Academic Affairs Committee, the President Pro Tempore shall assign a replacement.

F. International Students Committee Bylaws

Subsection i. Definition and Purpose

The purpose of the International Students Committee aims to build a more globally oriented and culturally sensitive campus where international and domestic students work collaboratively to advance the University of Denver's commitment to inclusive excellence and its dedication to the public good.

Subsection ii. Chair

The President shall nominate one USG Senator to chair the International Students Committee, to be confirmed by a $\frac{2}{3}$ majority vote by the Senate. The Chair shall be vested with the authority to call meetings, assign duties to Committee members, and ensure the regular administration of the Committee.

Subsection iii. Membership

The International Students Committee shall consist of three USG Senators, including the Chair, who will be assigned by the President Pro-Tempore. It shall also consist of four members of the International Student Organization (ISO), two at large DU students, an Executive Secretary, and a Treasurer who will be selected by the International Students Committee Chair. The at-large, Executive Secretary, and Treasurer members must not be members of ISO.

Subsection iv. Powers and Limits

The International Students Committee shall be vested with the power to call for regular meetings with the International House, the Internationalization Council, any groups related to international students or perspectives either academically or otherwise.

Subsection v. Meetings and Quorum

The International Students Committee shall meet as needed. Quorum shall consist of a majority of the International Students Committee. International Students Committee meetings shall be closed to members of the USG, unless invited by the Chair of International Students.

Subsection vi. Vacancies

The International Students Chair and members may resign their position upon notification in writing to the USG President, Vice President, President Pro Tempore, and the USG Senate. Upon the resignation of the Chair, the USG President shall nominate a replacement chairperson, to be confirmed by a $\frac{2}{3}$ majority in the Senate. Upon the resignation of a member of the International Students Committee, the President Pro Tempore shall assign a replacement. Upon the resignation of a member who is not a sitting Senator, the International Students Chair may select a replacement.

G. Diversity Committee

Subsection i. Purpose and Definition

The Diversity Committee serves to provide resources, support, and programming for students, faculty and staff dedicated to diversity and inclusion; to create opportunities for personal and professional development; and to amplify student voices while promoting campus unity.

Subsection ii. Internal Governance Statement

The Diversity Committee (DIVCOM) shall be an internally governed committee. DIVCOM shall design and approve their own committee bylaws and rules of procedure, to be confirmed by a majority of their own members. All bylaws and rules of procedure must be submitted to the Senate Affairs Chair for documentation.

Subsection iii. External Chair

The Diversity and Inclusive Excellence Senator shall serve as the External Chair of the Diversity Committee. The External Chair of the Diversity Committee shall be vested with the authority to call meetings, assign duties to Committee members, and ensure the regular administration of the Committee.

Subsection iv. Membership

The Diversity Committee shall outline membership requirements in their own bylaws.

Subsection v. Vacancies

Upon resignation or in the absence of a Diversity and Inclusive Excellence Senator, and therefore a Diversity Committee External Chair, the USG President shall nominate a replacement Senator, who shall also serve as the Diversity Committee External Chair in accordance with Article II: Legislative Branch Section 3.G.iii External Chair, to be confirmed by a $\frac{2}{3}$ majority in the Senate. The Diversity Committee shall designate procedures for vacancies of membership in their internal bylaws.

H. Sustainability Committee

Subsection i. Purpose and Definition

The Sustainability Committee seeks to cultivate a socially and environmentally responsible community that provides for the needs of the present without compromising the needs of the future.

Subsection ii. Internal Governance Statement

The Sustainability Committee (SUSCOM) shall be an internally governed committee. SUSCOM shall design and approve their own committee bylaws and rules of procedure, to be confirmed by a majority of their own members. All bylaws and rules of procedure must be submitted to the Senate Affairs Chair for documentation.

Subsection iii. External Chair

The President shall nominate one USG Senator to be the External Chair of the Sustainability Committee, to be confirmed by a $\frac{2}{3}$ majority vote by the Senate. The External Chair of the Sustainability Committee shall be vested with the authority to call meetings, assign duties to Committee members, and ensure the regular administration of the Committee.

Subsection iv. Membership

The Sustainability Committee shall outline membership requirements in their own bylaws.

Subsection v. Vacancies

The Sustainability Committee External Chair may resign their position upon notification in writing to the USG President, Vice President, President Pro Tempore, and the USG Senate. Upon the resignation of the Diversity Committee External Chair, the USG President shall nominate a replacement chairperson, to be confirmed by a $\frac{2}{3}$ majority in the Senate. The Sustainability Committee shall designate procedures for vacancies of membership in their internal bylaws.

I. Student Living and Wellness Committee Bylaws

Subsection i. Definition and Purpose

The Student Living and Wellness Committee mandate shall include matters of and relating to Housing and Residential Education, Sodexo, Health and Counseling Services, Campus Safety, Center for Advocacy Prevention and Empowerment, and the Title IX Office but extends to all appropriate areas of student life.

Subsection ii. Chair-----

The President shall nominate one USG Senator to chair the Student Living and Wellness Committee, to be confirmed by a $\frac{2}{3}$ majority vote by the Senate. The Chair of Student Living and Wellness shall be vested with the authority to call meetings, assign duties to Committee members, and ensure the regular administration of the Senate Affairs Committee.

Subsection iii. Membership

The Student Living and Wellness Committee shall consist of the In-Campus Senators, the Off-Campus Senators, the Title IX Senator, and two at large members selected from the body of duly elected and seated Senators. Until such a time as the Title IX Senator is selected by the Senate, the Senate Affairs Chair shall serve in their place and advise the Committee on their selection.

Subsection iv. Meetings and Quorum

The Senate Affairs Committee shall meet as needed. Quorum shall consist of a majority of the Student Living and Wellness Committee. Student Living and Wellness Committee meetings shall be closed to members of the USG, unless invited by the Chair of Student Living and Wellness.

Subsection v. Vacancies

The Student Living and Wellness Chair and members may resign their position upon notification in writing to the USG President, Vice President, President Pro Tempore, and the USG Senate. Upon the resignation of the Student Living and Wellness Chair, the USG President shall nominate a replacement chairperson, to be confirmed by a $\frac{2}{3}$ majority in the Senate. Upon the resignation of a member of the Student Living and Wellness Committee, the President Pro Tempore shall assign a replacement.

Section 4: Subpoenas

The Senate shall be vested with the authority to approve subpoenas with the intention of compelling testimony from DU Officials and those in positions of power over the student body. A Subpoena is a set of questions that can be issued to appropriate Campus officials as determined by a majority of the Senate. These subpoenas shall be assumed to have the full backing of the Student Body of the University. The process of issuing of a subpoena can begin with any duly elected or appointed and confirmed USG official; The President, The Vice President, Executive Cabinet Secretaries, The Chief Justice, The Associate Justices, The Senate Pro-Tempore, Senate Committee Chairs, and Individual Senators. In order for subpoenas to be issued in the name of the Student Body, the proposed must receive a $\frac{2}{3}$ majority vote of the Senate at which time it shall be issued by the initiating party affixed with the Seal of the USG

Article III: Executive Branch

Section 1: Positions

A: Leadership

Subsection i. Presiding Officers

The presiding officers of the Executive Branch are the USG President, USG Vice President, and the USG President Pro Tempore. The USG President shall chair all Executive Branch meetings.

Subsection ii. Addition of Positions

New executive positions shall be created through resolution sponsored passed by the USG Senate with a $\frac{2}{3}$ majority. These bylaws shall be updated to reflect the addition of positions.

B. Executive Cabinet

Subsection i. Secretaries

The Executive Branch shall consist of an Executive Chief of Staff and of Executive Secretaries, nominated by the USG President and confirmed by the USG Senate in a $\frac{2}{3}$ confirmation vote.

Subsection ii. Executive Cabinet Positions

Executive Cabinet shall consist of the following:

- (1) the Executive Secretary of Diversity and Inclusive Excellence
- (2) the Executive Secretary of Multi-Cultural Greek Council Relations
- (3) the Executive Secretary of Panhellenic Association Relations
- (4) the Executive Secretary of Interfraternity Council Relations
- (5) the Executive Secretary of Communications
- (6) the Press Secretary
- (7) the Executive Secretary of USG Marketing
- (8) the Executive Secretary of Collegiate Gender Violence Topics
- (9) the Executive Secretary of Student Advocacy
- (10) the Executive Secretary of Campus Development
- (11) the Executive Secretary of Campus Traditions
- (12) the Executive Secretary of Religious Life
- (13) the Executive Secretary of International Students
- (14) the Chief of Staff of Student Relations

(15) the Chief of Staff of Operations

(16) the Chief of Staff of Student Advocacy

Subsection iii. Vacancy in the Executive Cabinet

In the case of a vacant Executive Branch position, the position shall remain vacant until a replacement is nominated by the USG President and confirmed by a $\frac{2}{3}$ majority vote in the Senate.

C. Ex Officio Members

Subsection i. Co-President of the DU Programming Board

One of the Co-Presidents of the DU Programming Board (DUPB) shall sit as an ex officio member of the Executive Cabinet. They will inform the USG of planned events for the undergraduate student body.

D. Executive Departments

Subsection i. Executive Departments

Executive Departments shall consist of:

(1) Department of Student Relations

(2) Department of Operations

(3) Department of Student Advocacy

These Executive Departments shall consist of a Chief of Staff and the various Executive Secretaries whose role works toward the mission of the specific Department.

Subsection ii. Chiefs of Staff

All Executive Departments will be headed by a Chief of Staff. This position shall be appointed by the President and confirmed by the Senate with a $\frac{2}{3}$ majority vote. The Chief of Staff shall oversee the operation of the Executive Department that they manage. These positions shall report directly to the Executive President and Vice President. The Chief of Staff should work to promote the interest and facilitate the work of the Executive Secretaries that they oversee. Should an Executive Secretary be unable to fulfill their duties, the Chief of Staff will serve as the Interim Secretary, until such time that a new Secretary may be appointed and confirmed. The Chief of Staff shall manage communication, consolidation, and dissemination of Secretarial work and projects within the Executive Branch and shall serve as a liaison between the Secretaries within their Department and the Senate.

Section 2. Operations

A. Meetings and Attendance

Executive Chiefs of Staff shall attend all meetings of the Undergraduate Student Senate, unless a valid reason for absence is presented to the Vice President of the USG. Executive Secretaries are required to

attend, at minimum, four meetings of the Undergraduate Student Senate per quarter, unless a valid reason for absence is presented to the Chair of the Senate and the respective Chief of Staff. The Executive Cabinet, composed of Chiefs of Staff and all Executive Secretaries shall meet once a quarter during their terms in accordance with the University of Denver's class schedule. Chiefs of Staff and the USG President and Vice President shall meet every other week. Further, Chiefs of Staff shall organize bi-weekly meetings with their respective Departments.

B. Powers and Limits

Members of the Executive Branch may make written and informal recommendations on current issues to the USG Senate, sponsor but not author legislation with Senators, and issue public statements. Members of the Executive Branch may conduct meetings, sponsor initiatives, and work on relevant projects without Senate approval.

C. Executive Cabinet Roles and Responsibilities

Subsection i. Sec. Diversity & Inclusive Excellence

The Secretary of Diversity & Inclusive Excellence is the primary coordinator for USG regarding all initiatives and projects that focus on inclusive excellence, campus climate, diversity, and multiculturalism. They work intimately with the Office of Cultural and Spiritual Life (OCSL), Multicultural Greek Council (MGC) and their chapter presidents, Joint Council, and student alliance presidents. This secretary also serves as a member of the USG Diversity Committee. By coordinating USG involvement with issues of inclusivity, social justice, and diversity, this Secretary elevates the role of student organizations on campus in celebrating and unifying DU's culture.

Subsection ii. Sec. Multi-Cultural Greek Council Relations

The Secretary of Multi-Cultural Greek Council Relations is the primary coordinator for USG regarding all communication, initiatives, and advocacy for Multi-Cultural Greek Council fraternities and sororities at DU. They work intimately with the FSL Office, MGC, the Secretary of Panhellenic Association Relations, the Secretary of Interfraternity Council Relations, and individual chapter presidents to elevate the visibility of and communication with MGC fraternity and sorority life. This secretary serves as the primary contact for all chapter presidents, council members, and administrative staff who are seeking USG's involvement in MGC, whether it is communicating about philanthropy events or finding new ways to highlight MGC at DU.

Subsection iii. Sec. Panhellenic Association Relations

The Secretary of Panhellenic Association Relations is the primary coordinator for USG regarding all communication, initiatives, and advocacy for Panhellenic Sororities at DU. They work intimately with the FSL Office, PHA, the Secretary of Multi-Cultural Greek Council Relations, the Secretary of Interfraternity Council Relations, and individual chapter presidents to elevate the visibility of and communication with sorority life. This secretary serves as the primary contact for all chapter presidents, association members, and administrative staff who are seeking USG's involvement in PHA, whether it is communicating about philanthropy events or finding new ways to highlight PHA at DU.

Subsection iv. Sec. Interfraternity Council Relations

The Secretary of Interfraternity Council Relations is the primary coordinator for USG regarding all communication, initiatives, and advocacy for Interfraternity Fraternities at DU. They work intimately with the FSL Office, IFC, the Secretary of Multi-Cultural Greek Council Relations, the Secretary of Panhellenic Association Relations, and individual chapter presidents to elevate the visibility of and communication with fraternity life. This secretary serves as the primary contact for all chapter presidents, council members, and administrative staff who are seeking USG's involvement in IFC, whether it is communicating about philanthropy events or finding new ways to highlight IFC at DU.

Subsection v. Sec. Communications

The Secretary of Communications is responsible for taking minutes at every official USG Senate meeting, or in the case they are unable to make it, to find another Executive Cabinet member to take minutes in their stead. They will also maintain the official USG website and devise a strategic plan for the coordination of all USG communications. They will work intimately with the Press Secretary and the Secretary of USG Marketing to implement the communications strategic plan.

Subsection vi. Press Secretary

The Press Secretary shall be responsible for outward facing communications of the USG. They shall work directly with the Clarion and other various news organizations to increase awareness of what is taking place within the USG and various USG projects. The Press Secretary may recruit directors to work with them to further the outward communications of the USG. The Press Secretary shall be in charge of community outreach and shall work closely with the Secretary of USG Marketing to ensure that the messaging of the USG is reaching the appropriate outside audiences.

Subsection vii. Sec. USG Marketing

The Secretary of USG Marketing shall be responsible for creating marketing materials for the USG. This shall consist of creating graphic posts for online platforms, posters, and other commonly used forms of marketing in order to promote the work of the USG. The Secretary of USG Marketing shall work closely with the Secretary of Communications and the Press Secretary in order to ensure that awareness of USG projects, events, and more upon the University of Denver's campus. The Secretary of USG Marketing shall manage all various social media outlets upon which the USG operates.

Subsection viii. Sec. Student Advocacy

The Secretary of Student Advocacy is the primary coordinator for creating and running a Student Advocacy Team. This team, run in partnership with the Sturm College of Law, helps students navigate University policy for honor code violations and conduct processes. This Secretary will closely work with law and political science professors, university conduct officials, and the President & Vice President in establishing the Student Advocacy Team. This is a position with a substantial time commitment.

Subsection ix. Sec. Campus Traditions

The Sec. Campus Traditions is charged with all traditions within the USG and the greater University of Denver community. This secretary will focus on coordinating student involvement with Homecoming, Founder's Day, and USG retreats every year. This position will work extensively with the Co-Presidents of DUPB and the President of DU Spirit and Traditions. They will also lead the development of specific traditions within USG.

Subsection x. Sec. Campus Development

The Secretary of Campus Development is the primary coordinator for student input on all ongoing DU campus improvement plans including and specifically focusing on IMPACT 2025 as it is pertinent to our current school year. They are responsible for coordinating student advisory councils, with the help of the President & Vice President, to provide input on design plans for Driscoll Student Center, residence halls, and all other relevant projects (including the Campus Master Plan). They work closely with the Vice Chancellor of Campus Life and Inclusive Excellence.

Subsection xi. Sec. Collegiate Gender Violence Topics

The Secretary of Collegiate Gender Violence Topics shall be given the right to chair a Student Advisory Committee for Title IX, and a Student Advisory Committee for the Office of Equal Opportunity along with the Title IX Senator. Each advisory committee shall be comprised of four students. Potential members shall go through an application process, developed by the Secretary of Collegiate Gender Violence Topics and the Title IX Senator, and potential members for the three advisory committees will be selected by a selection board that is made up of the Secretary of Collegiate Gender Violence Topics, the Title IX Senator and two Senators appointed by the Undergraduate Student Government President.

Subsection xii. Sec. Religious Life

The Secretary of Religious Life is the primary coordinator for all faith-based and religious-based events, initiatives, and policy changes at DU. They work intimately with the Chaplain, faith-based student organizations, and the Religious Studies department. They help bring voice to all spiritualities, faiths, and religions on our campus and promote interfaith dialogue and events.

Subsection xiii. Sec. International Students

The Secretary of International Students is the primary advocate to the USG Executive Branch for all international students attending the University of Denver. They must be an international student. They will work intimately with the International Students Committee on issues that primarily affect the international student population at DU through event planning and advocacy.

D. Executive Departments Composition and Roles Subsection i. Department of Student Relations

The Department of Student Relations shall be composed of the Chief of Staff of Student Relations, the Secretary of Religious Life, the various Ex-Officio Positions, the Secretary of Panhellenic Relations, the Secretary of Interfraternity Council Relations, the Secretary of Multi-Cultural Greek Council Relations, the Secretary of Campus Traditions, and the Secretary of Campus Development. The Department of Student relations should contribute to Executive Branch projects, such as Leaders Assembly. This Department should promote the betterment of Student Life on our campus, working with the Vice Chancellor of Campus Life and Inclusive Excellence, the Office of Student Engagement, and other partners to promote student involvement.

Subsection ii. Department of Operations

The Department of Operations shall be composed of the Chief of Staff of Operations, the Press Secretary, the Secretary of Internal Communications, and the Secretary of USG Marketing. The Department of Operations should ensure the smooth daily operations of USG business and procedures. It should promote external communications to the student body and encourage collaboration between various on-campus groups and the USG.

Subsection iii. Department of Student Advocacy

The Department of Student Advocacy shall be composed of the Chief of Staff of Student Advocacy, the Secretary of Diversity and Inclusive Excellence, the Secretary of International Students, the Secretary of Student Advocacy, and the Secretary of Collegiate Gender Violence Topics. The Department of Student Advocacy shall work to provide support for the various communities that they represent. This Department should actively work to develop the state of student life upon campus through advocacy initiatives for different interest groups upon the University's campus.

Article IV: Judicial Branch

Section 1: Structure

A. The Judicial Board

Subsection i. Membership

The Judicial Board shall consist of the Chief Justice and two other Justices. If a Judicial appointee is a member of an elected or other appointed office of the Undergraduate Student government, they will be automatically resigned from their previous post at the swearing in of their new position.

Subsection ii. Term Limits

All members of the Judicial Board will serve as long as they:

- (1) Maintain a minimum cumulative grade point average of 2.5
- (2) Are in good disciplinary standing with the University as defined by the University Honor Code and Student Conduct Policies and Procedures.

Section 2: Function

A. The Judicial Register

Subsection i. Approval Procedure

The Judicial Board shall, on an annual basis, propose to the consideration of the Undergraduate Senate, a Judicial Register. The Judicial Register shall be subject to amendment and approval by a 2/3rd vote of the Senate. The Undergraduate Senate may amend the Judicial Register at any point of the year outside the initial yearly approval, which will not affect a pending judicial case before or during its consideration. Such amendments must be passed by a 2/3rd vote of the Senate and agreed to by the Judicial Board.

Subsection ii. Chief Justice

The Chief Justice is responsible for coordinating the development and review of the Judicial Register and shall submit it for amendment and approval by the Senate no later than the first Senate Meeting of a new academic year.

Subsection iii. Final Authority

The Judicial Board shall serve as the final authority on the governing documents of the Undergraduate Student Government. The Judicial Register may not authorize the Judicial Board to remove anyone from the Student Government. The final authority on all sanctions ordered by the Judicial Board shall remain with the Senate. For sanctions imposed by the Judicial Board to become binding, they must be approved by a majority vote of the Senate.

Subsection iv. Process

Any student may submit an inquiry to the Judicial Board for consideration. Upon receiving an inquiry, the Chief Justice shall convene the full Judicial Board within 5 business days to consider the inquiry. The Justices shall construct and approve a response by a majority vote.

Subsection v. Presentation

The Chief Justice must present any rulings made by the Judicial Board at the next scheduled Undergraduate Senate meeting. The Board shall delineate the legal texts used in making their determination, as well as the reasoning given for the decisions.

B. Parliamentary Inquiries

Subsection i. Final Arbiter of Appeals

The Judicial Board shall be the final arbiter of appeals to the decision of the President Pro-Tempore or Vice President in the Senate.

Subsection ii. Limitations

The Judicial Board may only intercede in a parliamentary dispute on appeal from an aggrieved party.

Subsection iii. Process

Upon receiving such an inquiry, the Judicial Board shall handle it via the same process outlined in Article IV Section 2.A.iv.

Article V: Elections

Section 1: Elections Commission

Subsection i. Purpose

There shall be an Elections Commission that will act as an independent commission led by a commissioner. The Elections Commission shall be responsible for administering all elections in accordance with the processes set forth in these Senate Bylaws.

Subsection ii. Composition of the Elections Commission

The Commission shall be run by an Elections Commissioner, hereafter referred to as the Commissioner. The Commissioner shall be empowered to create any positions within the Commission to ensure the effective, efficient, and consistent administration of all USG elections. Members must serve a purely administrative role and serve at the pleasure of the Commissioner. Members may not be involved in any campaign during their term with the Commission. Members serve on the Elections Commission for one term.

Subsection iii. Commissioner

The Commissioner shall be appointed by the President and confirmed by the Senate. The Commissioner may not be involved in any campaign during their term with the Commission. The Commissioner is the head of the Commission and acts as the chief administrator of elections. The Commissioner is confirmed to serve for one term.

Subsection iv. Term of Service

One term is defined as from the start of the first information meeting through the certification of the election results.

Section 2: Eligibility

Subsection i. Requirements

All candidates for an elected office must meet the requirements of Article II Section 1 of these bylaws to be placed on the ballot. Students may run for the Executive positions of President and Vice President, or for the Senate position of Senator. Executives must be elected on a ticket of one President and one Vice President. Additionally, both members of an Executive ticket must plan on being a full time student at the University all three quarters of the intended year of service. All members of an executive ticket must participate in a presidential debate or presidential forum (in the case of running unopposed), that will take place within the campaigning window. All Senatorial Candidates shall have the opportunity to read/share their platform with attendees following the debate or forum in the room the event is taking place in. All candidates are required to email the Elections Commissioner their platform, that will be hyperlinked to the candidate's name within the candidate list of the ballot, in order for undergraduates to make a more educated vote.

Subsection ii. Consent to Monitor

All candidates for an elected position must sign a waiver to the USG advisor giving the advisor the right to monitor one's academic and conduct status to ensure the fulfillment of the requirements. This waiver remains active, for those candidates who are elected, for the duration of their term. Failure to sign the waiver will result in the candidate not being placed on the ballot.

Subsection iii. USG Candidacy Contract

All candidates for elected office must read these bylaws and sign the USG Candidacy Contract before being placed on the ballot.

Subsection iv. Information Sessions

In order for any candidate for elected office to be placed on the ballot, they must attend at least one of three information sessions and sign an attendance sheet confirming their participation. If a candidate is unable to attend any of the three information sessions, they may contact the Elections Commissioner and request an individual meeting which will satisfy the same requirement. The dates and times for information sessions must be publicly advertised two weeks in advance of the start of campaigning. Advertising shall make use of available social media platforms, physical posters, flyers, tabling, mass emails, or other applicable methods of communication so as to reach the most students as determined by the Commission. Advertising methods shall be employed in a way that strives to reach and engage the most students possible.

Subsection v. Changes in Candidacy

Candidates may withdraw from the elections before certification of the results by the Elections Commission. Candidates may also refuse to take office, at which point the candidate with the second highest amount of votes in an affected race shall be considered the winner. Candidates may change races before voting begins by submitting to the Elections Commission their desire to do so in writing.

Section 3: Elections Process

Subsection i. Timeframe

Campaigning for Fall Quarter elections begins on week 3 on Sunday at 5pm and shall cease at the closing of the polls on week 4 on Friday at 4pm. Campaigning for Spring elections shall begin Week 2 on Saturday at 8 AM and shall cease at the closing of the polls on Week 5 on Friday at 2 PM. Voting shall start at least 24 hours before the end of campaigning. Campaigning, receiving endorsements, and signature collection for petitions by any candidate or their campaign staff prior to the start of the designated campaign window is an elections violation. Campaigning is the act of directly asking for a vote.

Subsection ii. Campaign Organizations

Students who intend to run for elected office may form campaigns and campaign staffs at any time. Candidates assume all liability for actions taken on their behalf by campaign staff. Campaign staff is defined as individuals campaigning or acting on behalf of a campaign or candidate. Candidates and campaign staff are responsible for understanding and observing the Elections Rules approved by the Commission.

Subsection iii. Election Ethics

No candidate or member of their campaign staff shall attempt to manipulate or sway the opinion of a member of the Elections Commission or Judicial Board, outside of official judicial proceedings. Candidates and campaign staff shall not remove the materials of a campaign other than their own, shall not campaign in a physically intimidating, coercive, or threatening fashion, and shall not send emails of a campaigning nature from a USG email address. Any violation of Subsection iii. Elections Ethics shall be considered an elections violation.

Subsection iv. Campaign Materials Regulations

Campaign materials are defined as anything used in conjunction with a campaign for elected office in the USG. All campaign materials must be in good taste and comply with all policies in these Bylaws. Materials are not required to be approved by the Elections Commission, but the Commission may provide advice to campaigns on whether materials comply with these Bylaws. The Election Commission shall have the power to issue a removal order for any material that violates these Bylaws, and may pursue charges for applicable violations. Failure to remove the materials in question is considered a violation of Subsection iv. Campaign Materials Regulations. The USG Logo, or any version of it, is prohibited from appearing on any campaign materials. Any violation of Subsection iv. Campaign Materials Regulations shall be considered an elections violation.

Subsection v. Campaign Finance Regulations

Candidates and campaigns may spend money to procure campaign materials. Candidates for Senate may not exceed forty dollars (\$40) spent on their campaign. Presidential tickets may not exceed two hundred dollars (\$200) spent on their campaign. Both Senate candidates and Presidential tickets must submit their campaign receipts to the elections commissioner by Thursday of Week 5 at 2 PM. If a Senate candidate fails to submit their receipts by Thursday of Week 5, they will lose 10 votes from their final score. If a Senate candidate fails to submit their receipts before polls close, on Friday of Week 5 at 2 PM, they will lose an additional 20 votes to their final tally. A Senate candidate can lose a total of 30 votes from their final tally by violating election finance regulations regarding receipt submission. Presidential tickets must also submit their campaign receipts to the elections commissioner by Thursday of Week 5 at 2 PM. If a Presidential ticket fails to submit their receipts by Thursday of Week 5, they will lose 50 votes from their final score. If a Presidential ticket fails to submit their receipts before polls close, on Friday of Week 5 at 2 PM, they will be disqualified. If a Presidential ticket violates election finance regulations regarding receipt submission, the Presidential ticket with the second highest votes will be declared winner in their place. The Undergraduate Student Government shall cover the cost of Presidential campaigns via reimbursement upon auditing of receipts. The Undergraduate Student Government shall provide the same service to Senate campaigns upon request. Reimbursements will only cover the actual expenses of a campaign if the campaign used less than the allotted limitation. Any violation of Subsection v. Campaign Finance Regulations will be considered an elections violation.

Subsection vi. Endorsement Regulations

Candidates may receive and publicize endorsements. Endorsements must be sent to a candidate or campaign in writing before being publicized. Student clubs, organizations, and individuals may endorse a candidate or campaign with the exception of USG as a whole or any of its committees. An official organization or club endorsement must be certified by the President of the organization or club if the Election Commission is in doubt of the endorsement. Candidates may not falsely publicize an endorsement. False publication of an endorsement occurs when a candidate specifically states or advertises an endorsement from an eligible group when such an endorsement did not occur. The incidental display of an eligible organization's logo, when the candidate is a member of said organization, is not considered false publication of an endorsement, but organizations may prohibit or require a

disclosure in the use of their name or logo by candidates. Falsely publicizing any endorsement or improper display of an organization's logo is to be considered an elections violation.

Subsection vii. Campaigning Regulations

Advertising will be subject to University rules regarding location and content. Students running for office must get a stamp of approval on all of the advertising they put up around campus from the Residence Halls and the Office of Student Life in The Hub. Door to door campaigning is prohibited in Residence Halls. Candidates and campaigns are prohibited from physically altering vertical surfaces which includes the Driscoll Bridge Wall. Campaigning must cease with the closing of the polls and all physical campaign materials must be removed within forty-eight (48) hours; sidewalk chalk is exempt from this requirement. Canvas can only be used for its messaging capabilities and use of its class message boards is strictly forbidden. Candidates and their campaign staff cannot campaign in any private group chat or private group page on platforms that include, but are not limited to, Crimson Connect and Facebook. List-servs and organization email lists are not permitted for campaign uses at any point. Any violation of Subsection vii. Campaigning Regulations shall be considered an elections violation.

Subsection viii. Petitions

Candidates for Senate positions must collect 25 signatures and Presidential tickets must collect 100 signatures in order to run. Petitions will be provided by the Elections Commissioner for each campaign. Petitions must be submitted to the Elections Commissioner by the time designated by the Elections Commission. Signature collection shall start on the first day of the campaigning window, Saturday of Week 2 at 8 AM, and shall cease on Wednesday of Week 4 at 11:59 PM.

Subsection ix. Solicitation Requirements

Any member of the undergraduate student body may request that they be removed from receiving campaigning messages on platforms that include, but are not limited to, Crimson Connect and Canvas. Candidates that receive such a request must immediately cease sending campaigning materials directly to the individual. This does not include general social media posts. Any violation of Subsection ix. Solicitation Requirements shall be considered an elections violation.

Section 4: Voting

Subsection i. Voting Procedure

The Election Commission retains the right to enact any voting method it deems necessary as long as the method does not disenfranchise any student. Campaigning may continue during voting but will end when the polls close.

Subsection ii. Election Ties

If there is a tie for a specific office in an election, the outgoing Senate shall determine the winner(s) by a majority vote.

Section 5: Adjudication

Subsection i. Infraction Reporting

If any member of the student body perceives a violation of election regulations, they may submit allegations and evidence to the Elections Commission. If a student wishes to file an inquiry or violation against a candidate or campaign, then they are required to serve as the complainant. If the Elections Commission perceives a violation of any part of Article V: Elections, the Commission shall proceed with the adjudication process.

Subsection ii. Adjudication Process

The Elections Commission shall utilize all means at its disposal to adjudicate election violations in the most expedient, but fair manner possible. The selected method of dispute resolution shall be convened with all due haste after the Commission approves the charges or grants review on appeal.

Subsection iii. Appeals Process

After an issuance of a decision by the Elections Commission, the affected parties may appeal the decision. The appeal can be made in person or in writing. The Commission's decision is final.

Subsection iv. Adjudication Sanctions

The punishment that results from the mediation or the hearing, shall impose sanctions that are fair and within the scope of the violation. The Judicial Board may not impose a sanction(s) against a campaign or candidate, or otherwise take action against a campaign or candidate prior to the conclusion of a mediation or hearing, or any other form of adjudication. Sanctions available are explicitly limited to the removal and deletion of materials, an open and public letter of apology, a restriction of campaign finance allowance, suspension of campaign activities, or candidate disqualification. All mediation results, and opinions shall make clear the applied sanction(s) and the reasoning for the applied sanction(s).

Article VI: Transitions

Section 1: Transitions Commission

Subsection i. Purpose

There shall be a Transitions Commission that will be led by a commissioner. The Transitions Commission shall be responsible for administering the transitions curriculum to the newly elected USG in order to continue the progress and make a smooth transition of projects and USG productivity to the newly elected.

Subsection ii. Composition of the Transitions Commission

The Commission shall be run by a Transitions Committee Commissioner, hereafter referred to as the Commissioner. The Commission shall be empowered to create any positions within the Commission to ensure the effective, efficient and consistent administration of the transitions for the new USG. Additionally, the Commissioner shall assign respective Commission members to facilitate parts of the Transitions Curriculum. The Commissioner shall assist the Executive Chief of Staff to oversee and provide insight for transitions for secretaries, assist one Justice to oversee and provide insight for transitions for judiciary positions and assist the President Pro Tempore to oversee and provide insight for transitions for executive positions. Members must serve a purely administrative role and serve at the pleasure of the commissioner.

Subsection iii. Commissioner

The Commissioner shall be appointed by the President and confirmed by the Senate. The Commissioner is the head of the Commission and acts as the chief of administrator of transitions. The Commissioner is confirmed to serve for one term.

Subsection iv. Term of Service

One term is defined as from the start of appointment until the Commissioner has been succeeded by a new Commissioner by the new USG.

Section 2: Transitions Process

Subsection i. Timeframe

The Transitions Commission of the standing USG will conduct various sessions with the Transitions Curriculum for newly elected USG members prior to their swearing in. This will occur both in the Fall and in the Spring after elections and if and after any member of Senate is on-boarded in the middle of a term. Additionally, there will be a retreat planned by the Transitions Commission and the President Pro Tempore in place of a traditional Undergraduate Student Government meeting during the Spring Quarter for incoming and outgoing Undergraduate Student Government after elections. This retreat will serve both the purposes of facilitating transitions and also for incoming Undergraduate Student Government to bond and build connections.

Subsection ii. Procedure

New members of the Undergraduate Student Government will work and correspond closely with the Commissioner and respective members of the Transitions Commission, beyond the sessions of the Transitions Curriculum, to ensure new members feel prepared for their new positions. For the purposes of on-boarding in the Spring, all outgoing members of the Undergraduate Student Government will assist and provide insight to the incoming Senate, most specifically to their successors. In addition to the Transitions Curriculum that will be led by the Transitions Commissioner and their commission, every member of Senate must meet with the successor of their role formally at least once outside of the Senate Meetings. For USG members who may also oversee a Committee, they will meet with their Committee Chair Successor as well. For example, a Junior Senator who was the Finance Committee Chair will meet formally with the incoming Junior Senator and the incoming Finance Committee Chair. Members of the Outgoing USG will provide a Transitioning Document and Outgoing Letter to their successor. This will include but is not limited to: a summary of what the outgoing individual worked on while on USG; a list of suggestions for what they believe their successor should work on in their tenure; and a list of potential contacts, including their own, that the incoming individual may use as well.

Section 3: Transitions Curriculum

Subsection i. Purpose

The subsequent sections of documented curricula will be implemented in full for the benefit of the incoming Undergraduate Student Government. The Transitions Commissioner, and subsequent commission members, may supplement the curricula if it is deemed necessary. The Chief of Staff and Justice appointed for Transitions may modify the curricula to better suit the needs of the incoming Secretaries and Justices if necessary.

Subsection ii. Curricula

The Transitions Curriculum will be maintained and kept consistent for subsequent and future Undergraduate Student Governments. The outgoing Transitions Commissioner will coordinate with the incoming Transitions Commissioner to pass on the Curricula in addition to assisting in the preparation for transitions for the succeeding year.

Subsection iii. Student Government Structure

The Transitions Commission will provide insight into the Undergraduate Student Government Structure, both internally and externally. Internally, the Transitions Commission will demonstrate the roles of secretaries, senators, executive members, the judiciary, the advisor, amongst all others, and how all members participate in the functioning of the Undergraduate Student Government. Externally, the Transitions Commission will demonstrate how the Student Government fits in the greater University of Denver population, visiting students and special concerns, providing funding amongst other purposes.

Subsection iv. Bylaw and Constitution Reading

The Transitions Commission will go through a reading of the Undergraduate Student Government Constitution and the Undergraduate Student Government Bylaws in order for the incoming Undergraduate Student Government to have a full understanding of the structure of the Undergraduate Student Government procedurally.

Subsection v. Parliamentary Procedure

All incoming members of the Undergraduate Student Government should have a thorough competency for Parliamentary Procedure and its use in Undergraduate Student Government meetings. The Transitions Commission will lead the program to best educate incoming members on the protocol of Robert's Rules of Order.

Subsection vi. Ongoing Projects

Coordinating with the outgoing Undergraduate Student Government, the Transitions Commission will determine how to best present the ongoing projects for the new incoming Undergraduate Student Government, if willing, to take on. The Transitions Commission will present status updates, successes, failures, and pending goals for all ongoing projects.

Section 4: Executive Transitions

Subsection i. Purpose

The Transitions Commissioner will assist the Executive Chief of Staff and the President Pro Tempore to oversee and provide insight for transitions for secretaries.

Section 5: Judiciary Transitions

Subsection i. Purpose

The Transitions Commissioner will assist the Chief Justice to oversee and provide insight for transitions for the incoming Judiciary.