STUDENT INVOLVEMENT

STUDENT GOVERNMENT
The Student Government Association (SGA) is the official representative of students in University policy-making and administration. This organization establishes an accountable self-government and provides the opportunity for responsible, individual and collective action. Its purpose is to plan, promote, and make recommendations for the interests and welfare of the student body as well as the University. It is charged with enacting legislation which regulates other student organizations and the general conduct of student life.

STUDENT LIFE COUNCIL
The Student Life Council advises the Vice President of Student Services on the current issues regarding student housing, welfare, guidance, counseling, career services and employment, and student activities to help students forge educationally relevant campus experiences of a non-academic nature. The Student Life Council sets the standards for student elections; recommends guidelines for student housing, welfare, utilization of student facilities; and provides advisory support to programs related to varsity athletics, intramurals, residence halls, and student organizations. Membership in the Student Life Council includes: student government leadership, residence hall association leadership, university center governing board, the three faculty representatives appointed by the President from among recommendations submitted by the Academic Assembly, guidance counselors, residence hall and faculty advisors and membership in major student organizations.

UNIVERSITY CENTER ADVISORY BOARD
The University Center Advisory Board is composed of students, staff, and faculty members. It makes recommendations affecting the overall functioning of the Center; periodically evaluates the Center's activities in relation to programs, facilities, and staff; and encourages social, cultural, and recreational programs for the University community. It serves in an advisory capacity in matters pertaining to the University Center. The Advisory Board is composed of students (6) appointed by the Student Government Association from students nominated to the Board from the Student Body at Large; the Associate Vice President of Student Services; and the UC Director. All offices are held by students. All meetings are open to the general University community.

XAVIER ACTIVITIES BOARD
The Xavier Activities Board (XAB) serves as the planning body for major student activities. This student-run group provides diverse programming that appeals to the entire student body and aids in the development of the well-rounded student. Membership in XAB includes an Executive Board, Program Chairs, and representatives from the student body. XAB holds weekly meetings and all students are encouraged to attend and provide varied ideas. XAB operates under the Campus Activities office and is advised by the Director of Campus Activities.

COMMUTER/OFF-CAMPUS STUDENT NETWORK
The purpose of the Commuter Student Network is to provide services and activities for local and off-campus students as well as serve a vehicle to voice their issues and concerns. All non-resident students are eligible and encouraged to get involved in this group. For more information, the Campus Activities Office is located in the University Center, Suite 208.

RESIDENCE HALL ASSOCIATION
The Residence Hall Association (RHA) is the student organization that serves the on-campus student exclusively. Every student who lives on campus is a member of the Residence Hall Association. The Association is made up of a council in each residence hall as well as a central Residence Hall Association Council. It offers on-campus students an opportunity to get involved in a pro-active way to strive to transform the Xavier University Residence Halls into true living-learning centers.

PHARMACY STUDENT ASSOCIATION (PSA)
PSA promotes cooperation between pre-pharmacy and pharmacy student body, faculty, administration, and SGA. Supervise student affairs consistent with the particular needs of the pre-pharmacy pharmacy students. Concern itself with the work in the interest of the pre-pharmacy pharmacy students as they relate to the College of Pharmacy and Xavier University. Endeavor to support the High standards of the profession of Pharmacy at XU and in the surrounding community.

NATIONAL PAN-HELLENIC COUNCIL (NPHC)
This is the advisory and governing body of Xavier University social Greek organizations. NPHC provides a forum for the exchange of ideas, to coordinate matters of common interest, to plan cooperative service and academic programs and to formulate membership intake rules, policies, and plans. Information may be obtained from the NPHC Advisor, UC 305b.
Student Government Association Constitution

Preamble
We, the students of Xavier University of Louisiana, desiring to promote the welfare of the Student Body; to develop a sense of leadership and responsibility for growth through initiative, discipline and self-direction; to assume the fullest powers and responsibilities of self-government, not inconsistent with the responsibilities and policies of the University administration; to encourage a clear and continuous exchange of ideas between students, faculty, and administration of this University; to promote academic freedom and responsibility; believing that these ideas are essential to the welfare of this Catholic University, and, recognizing the need of guidance from the Lord Jesus Christ in the attainment of these goals; establish this constitution in an exercise of the authority delegated to us by the Board of Trustees and the President of Xavier University of Louisiana.

Article I. Name and Membership
Section One – This organization shall be known as the Student Government Association of Xavier University of Louisiana.

Section Two – Every regularly enrolled student who pays the Student Activity fee, as defined by the regulations of this University, shall be a member of the Student Government Association and shall have a voice and vote therein.

Article II. Structure and Composition
The Student Government Association (SGA) of Xavier University of Louisiana shall provide for its own self-government by means of three primary branches: the SGA Senate (legislative authority, formerly Congress); Student Judicial Council (judicial authority); and the Executive Branch (executive authority). In addition to the three branches, SGA is comprised of its standing and ad-hoc committees; the Election Board; the Presidential Cabinet and its standing and ad-hoc committees, the Inter-Organizational Council, the Xavier Activities Board and various other committees, councils and boards.

Article III. Powers and Jurisdiction
Section One - The SGA shall have the power to make and implement policy in areas of concern to students and to otherwise promote the welfare of the student body and the Xavier community. In the exercise of such powers and privileges, the student body acts through itself, its officers, other committees, councils and boards established in these by-laws, and other entities as may be established under the guidance of the Vice President of Student Services, or his/her designee, in compliance with University, municipal, state and federal laws.

Section Two - The SGA may adopt rules and procedures for its further self-government. The parliamentary authority is the current edition of Robert’s Rules of Order, unless superseded by these by-laws.

Section Three – Members of the Student Body are entitled to attend all meetings of the SGA Senate, unless excluded by the Senate for a specific matter as stipulated by by-laws. Non-Senate members of the student body have full privileges of the floor but may not vote.

Section Four – No person may concurrently serve in more than one position in any of the three branches (executive, legislative, and judicial), or other auxiliaries, with the exception of the Election Board.

Article IV. Executive Branch
Section One – The executive powers shall be vested in the SGA President. The president shall:
1. Serve as a liaison between the students and the University Administration, and execute the provision of the SGA Constitution
2. Oversee the operations of the Student Government Association and represent students at dedications, receptions and other university events.
3. Recommend for consideration by the Student Senate such measures as he or she shall judge necessary and expedient in the performance of his or her executive duty;
4. Approve bills and resolutions passed by the Student Senate while reserving the right to veto entire bills and resolutions and also line-item vetoes, provided that he or she exercises such power within seven (7) calendar days. If the SGA President does not act on a measure within this period of time, the measure shall be considered adopted.
5. Be responsible for the implementation of all legislation passed by the Student Senate;
6. Appoint a cabinet of regularly enrolled students to assist him or her;
7. Call meetings of the Student Senate;
8. Make all appointments provided for by this constitution subject to Article VI Section 9.4;
9. Serve on all university councils and committees where stated or assigned;
10. Preside over all student body, President’s Board and IOC meetings subject to by-laws Article I;
11. Review records and documents kept by the Secretary and Treasurer;
12. Perform all additional executive functions proper to the office and consistent with the by-laws or assigned by the Vice President of Student Services, or designee.

Section Two – The SGA Vice-President shall:
1. Serve as presiding officer of the Student Senate;
2. Manage committees established to consider all questions of student welfare and general student interests;
3. Uphold the SGA Constitution and serve as Chief Parliamentarian to resolve constitutional inquiries
4. Monitor that procedures are carried out to enforce and enact a bill or resolution passed by the Student Senate;
5. Assist the SGA President in the execution of duties and assume said duties in the event of the absence of the President, including chairing Executive Officer meetings;
6. Approve the Agenda for senate meetings;
7. Serve on all university councils and committees where stated;
8. Perform all additional executive functions proper to the office and consistent with the by-laws or assigned by the Vice President of Student Services, or designee.

Section Three – Succession within the Executive Branch shall be as follows:
1. In the event the office of the SGA President becomes vacant, the new Student Government Association President shall be the Vice President of SGA, who shall then appoint a new Vice-President from the Student Senate;
2. In the event the office of the SGA President and the office of the Vice-President become simultaneously vacant, a general election shall be held by the Student Senate to fill said vacancies, not less than six days and no more than 14 days from the occurrence of said vacancies;
3. In the event of any other vacancies, the SGA President shall make appointments as set forth in By-laws Article III.

Section Four – The SGA Treasurer shall:
1. Keep an accurate record of all SGA financial transactions, including collecting and maintaining records of monies collected at SGA events;
2. Provide a mid-term and end-of-semester treasury report to the Student Senate, at monthly Student body and IOC meetings, and upon request by the SGA President or Student Senate;
3. Chair the SGA Treasury Board as provided for in Article VI, Section I.
4. Serve as University Ambassador
5. Perform all additional executive functions proper to the office and consistent with the by-laws or assigned by the Vice President of Student Services, or designee

Section Five – The SGA Secretary shall:
1. Be responsible for the recording, processing and maintenance of the official business of the Student Government Association
2. Document attendance and record minutes of all SGA official Executive Board meetings, Emergency meetings, IOC meetings, and all other General meetings of SGA.
3. Inform all Executive Board members of all meetings.
4. Keep Clerk of Senate abreast of all happenings in SGA General Body meetings, IOC meetings, the official Homecoming and Festival committee meetings.
5. Serve as Co-Chairperson of the Publicity committee for SGA and coordinate all internal and external communication, including social media and SGA website.
6. Serve as SGA Office Manager, reserving meeting rooms and equipment
7. Serve as recording and corresponding Secretary of the Inter-Organizational Council
8. Keep and make available to the Student Senate a permanent record of the Constitution of the Student Government Association and all actions of the Inter-Organizational Council.
9. Publish all pertinent acts and decisions of the SGA, IOC and Student Senate in the official student newspaper or SGA Newsletter following approval of advisor.
10. Perform such duties as the President of the SGA may assign to him/her subject to Senate approval

Section Six – Miss Xavier shall:
1. Serve as University Ambassador;
2. Preside over all Homecoming activities and events with Mr. Xavier;
3. Serve as a member of the SGA Executive Board;
4. Serve on any other university council or committee where stated;
5. Perform all additional executive functions proper to the office and consistent with the by-laws or assigned by the Vice President of Student Services, or designee.

Section Seven – Mister Xavier shall:
1. Serve as a University Ambassador;
2. Preside over all Homecoming activities and events with Miss Xavier;
3. Serve as a member of the SGA Executive Board;
4. Serve on any other University Councils or Committees where stated or assigned;
5. Perform all additional executive functions proper to the office and consistent with the by-laws or assigned by the Vice President of Student Services, or designee.

Article V. Legislative Branch

Section One – The legislative power of the Student Government Association shall be vested in the Student Senate.

Section Two – The Student Senate shall be composed of the following officers:
1. The Vice-President of the SGA;
2. Eight (8) Senators from the Arts and Sciences, with two coming from each class;
3. Two (2) Senators representing Pharmacy; and
4. Four (4) At-Large Senators representing members of the following groups—minority, commuter, graduate and part-time students as determined by percentage of the even year fall headcount.
Section Three – The Senators at-large shall:
1. Serve as a member of the Student Senate, representing all members of the SGA;
2. Alternate as chairperson of the Student Senate in the absence of the Vice-President;

Section Four – The Senate Clerk shall:
1. Keep the official records of the Student Senate;
2. Record all bills and resolutions passed at Senate meetings;
3. Distribute senate minutes to the SGA Executive Officers, Senators and advisors.
4. Keep SGA Secretary abreast of all bills and resolutions passed by Senate.
5. Coordinate and monitor with the SGA Treasurer the Allocated Funds approved by the Senate to ensure proper spending.

Section Five – The term of office of each member of the Student Senate shall run from the date of his/her installation as a member of the Student Senate to the date of the installation following the Spring General Elections at which time elected officers shall be installed and all other positions shall become vacant.

Section Six – A member of the Student Senate shall be removed from said body:
1. Because he or she has accumulated a total of more than two (2) absences and one (1) proxy per semester from the regular Student Senate meetings during a congressional year. An absence shall be defined as a voting member or proxy not being present at any time in the duration of a regular meeting. A member removed for excessive absences cannot be reappointed during the academic year.
2. Because he or she resigns, is convicted of impeachment charges, or is recalled from office by virtue of which he or she holds a position on the Student Senate.
3. Because he or she ceases to be an official member of the group he or she represents except where otherwise provided for in this constitution.

Section Seven – There shall be bi-monthly meetings of the Student Senate during the regular school year.

Section Eight – Quorum
A quorum shall be declared at any meeting of the Student Senate when a roll call shows 60 percent of the duly elected and duly-appointed voting members of the Student Senate or official proxies present.

Section Nine – The Student Senate shall within the area of student authority act as follows:
1. Legislate on matters concerning students and student affairs, including university policy and community affairs;
2. Make recommendations by a two-thirds (2/3) vote of those present at a duly constituted meeting, for appropriation of SGA funds;
3. By a two-thirds (2/3) vote of those present at a duly-constituted meeting of the Student Senate override, when necessary, the Presidential veto.
4. Pass on any appointment made by the SGA President;
5. Remove, for cause, any person appointed by the SGA President; a two-thirds (2/3) vote of those present at a duly-constituted meeting of the Student Senate being required except where otherwise provided for in this constitution; 6. By majority vote, elect a successor to any vacant office, except where otherwise provided for in the constitution; and; 7. Adopt such rules and procedures (not inconsistent with this constitution) as are necessary for the efficient and orderly conduct of the Student Senate affairs.

Section Ten – Succession shall be of a Vice-President to President immediately upon the occurrence of said vacancy.

Article VI. Judicial Branch
Section One – The Judicial powers shall be vested in the Judicial Council.

Section Two – The Judicial Council shall be composed of the following members who shall be appointed by the President of the S.G.A. and approved by the Student Senate:
1. Chief Justice who shall be chosen from the Associate Justices by the President with concurrence of the Student Senate
2. Associate Justices (5)
   a. Senior Class
   b. Junior Class
   c. Sophomore Class
   d. Freshman Class
   e. College of Pharmacy

Section Three – College of Arts and Sciences Justices can serve no longer than eight (8) academic semesters and the College of Pharmacy Justice can serve no longer than eight (8) academic semesters in office.

Section Four – The Judicial power of the S.G.A. shall extend over all cases involving violation of this Constitution and the By-laws of the S.G.A. and the policies and regulations of this University as they pertain to the organizations

Section Five – The Judicial Council shall have supreme jurisdiction in all cases of impeachment. It shall serve as a disciplinary hearing committee and shall serve as the Student Judicial Board in cases referred by the Associate Vice President of Student Services. It shall hear cases of a minor nature as referred by the Vice President of Student Services.

Section Six – Each student appointed as a member of the Judicial Council must have an overall scholastic average of 2.75* or higher at the time of appointment. The student shall not hold any other elective or appointive office under this constitution.
Section Seven – Any member of the Judicial Council may be removed for cause by four-fifths (4/5) of the voting members of that body.

Section Eight – A duly-constituted meeting of the Judicial Council shall consist of the presence of four fifths (4/5) of the voting members of that body.

Section Nine – The duties of the Judicial Council shall be:

1. To pass on all questions concerning campaigns, balloting, elections, nominations, qualifications, removal and succession of candidates or officeholders;
2. Upon the filing of a complaint, to render decision upon any election dispute or irregularity within seventy-two (72) hours after the filing of such complaint;
3. To verify all election returns, such verifications being final unless contested within seventy-two hours (72) after the election; and
4. To pass upon the validity of a recall election.

Section Ten – In order to be eligible for elections to an SGA office, a Judicial Council member must first resign from said body.

Article VII. Committees, Boards, Councils

Section One – Committees

Committees consider matters referred to them and make recommendations to the SGA President or Senate. The student body exercises student voice in university matters through nominations to various university committees and in SGA as part of the Cabinet. The SGA President refers students for nomination to university committees. The Chief of Staff in consultation with the SGA President appoints a Cabinet of Committee Chairs that address student life, academic, housing and dining services, financial aid, and other areas that impact students. All appointments shall be approved by the Senate.

Section Two – Boards

Boards are autonomous from the SGA branches but are regulated by these bylaws.

1. Class Executive Boards: Class Executive Board officers shall be elected by the student body in each class. Sophomore, Junior and Senior class officers will be elected during the spring semester and begin their term the following fall. The Freshman class officers shall be elected during their incoming fall semester and shall begin their term once elected. The executive board positions include president, vice-president, treasurer, secretary, and Mr./Miss class representatives who are fully enrolled students of that particular class.

2. Election Board - The Election Board shall have the power to conduct all student body elections and other official election business consistent with this constitution. The Election Board shall consist of a chair appointed by the SGA President and one representative per class and PSA, approved by the Senate. The Board shall serve from the time of appointment until a new board is appointed, but not more than two academic years.

3. Xavier Activities Board (XAB) – The XAB has the authority to present the allocation of the programming fees in accordance with the XAB by-laws by the fifth week of each fall and spring term. The Board will report to the student body through the Senate. XAB currently has the following offices: President, Vice-President, Treasurer, Secretary, Special Events Chairperson, Lecture and Culture Chairperson, Comedy and Novelty Chairperson, Publicity Chairperson, Concert and Music Chairperson.

Section Three – Councils

Councils are self-governing, but are ultimately subject to the SGA President and/or Senate at all times:

1. Inter-Organizational Council – The IOC functions to provide effective student leadership and self-government; to provide a communication link among the various organizations; and to provide a broader scope of student activities. The president of each University-approved and active organization and class is a member of the IOC.

2. Class Councils – The class council includes the elected class officers, the Executive Board and two Senators, and a class cabinet. Each class President should appoint a cabinet of committee chairs to assist with planning class events and addressing concerns.

3. Residence Hall Councils - Each Hall Council shall have the power and responsibility to discuss and act on issues facing the hall or individual residents, bring campus-wide issues to the attention of the residence life staff, support the activities of the Residence Hall Association and provide programming for the hall.

Article VIII. Elections

* The University, through the Office of the Vice President for Student Services, establishes the qualifying GPA and eligibility for student leadership positions. The current minimum qualifying GPA, currently 2.75 semester/cumulative, is inserted into the SGA Constitution, but is subject to change. An alternate GPA of 2.5 semester/3.0 cumulative may also be considered. All students qualifying for student leadership positions MUST have completed Emergent/Advanced Leader Program or enroll at time of appointment or service. All elected and appointed representatives must meet and maintain the same academic and conduct standards for the entire term of office or be subject to removal from office.

Section One – Eligibility and Term of Office

1. Only regularly enrolled students, as defined by the official regulations of this University, shall be eligible to vote in any election.

2. All officers are elected in spring for one academic year. Each candidate’s eligibility to seek an elective office will be determined by requirements established by the Vice President of Student Services.

Section Two – In order to be eligible for election to the offices of SGA President, Vice-President, Secretary, Treasurer, and Miss Xavier, a student must meet the following qualifications:
1. He or she must have completed at least 42 hours of college with a minimum 2.75* previous semester/cumulative GPA at the time of the nomination; Miss/Mr. Xavier nominees must complete at least 95 hours in the semester of nomination;
2. He or she must pass a written examination on the SGA constitution, such examination to be conducted by the Election Board;
3. He or she shall not be on conduct, scholastic, or attendance probation at the time of his or her examination;
4. He or she shall have earned twelve (12) semester hours at Xavier University of Louisiana the semester prior to the election;
5. The SGA President and Vice President shall have served at least two (2) semesters in SGA (class, organizations, council or board) as an appointed or elected officer prior to running for an office;
6. SGA Treasurer, Secretary and Miss Xavier shall have served in SGA for at least one (1) semester in SGA (class, organizations, council or board) as appointed or elected officer prior to running for office.

Section Three – A candidate for class offices, Senator and Clerk of Senate shall:
1. Have earned at least 30 semester hours of college work (except for the freshmen class officers) with a minimum of 2.75* previous semester/cumulative GPA at the time of the nomination.
2. Meet the requirements of paragraphs 2, 3, and 4 of Section Two of this Article, Except for the freshmen officers who are subject to the provisions of paragraphs 2 and 3 of Section Two of this Article.

Section Four – The term of office which has been established by the articles of this constitution for all SGA officers shall be terminated:
1. Upon the installation of the student’s duly elected successor;
2. Upon the recall as provided for in Section 9 of this article;
3. Upon resignation from office; or
4. If the officer ceases to be a member of the group he or she represents.

Section Five
1. In elections in which two or more positions are to be filled from the list of candidates, and there are more candidates running than there are positions open, voters shall be allowed to cast one vote for each position that is open.
2. In election for Miss/Mr. Xavier and the Class Court, in which only one position (University Queen/King or Class Queen/King) is to be filled from the list of candidates, and there are more candidates running than there are positions open, voters shall be all allowed to cast one vote. Only a plurality vote is required. There will be no run-off elections for Court positions.
3. Except where otherwise provided, all officers elected under this constitution must receive a majority of the votes cast in the election. If, in an election in which one position is to be filled, no one candidate receives a majority of the votes cast, the two candidates receiving the highest number of votes in the primary shall be given the opportunity to qualify for the run off election. If the run off election is necessary, it shall be held not less than six (6) days and not more than eight (8) days following the date of the primary.

Section Six – Nominations shall be made by:
1. A candidates filing his or her intentions to run and choice of office during the filing period established by the Election board;
2. The Judicial Council confirmation of his or her eligibility in accordance with other sections of Article 5. A seven-day period of filing shall be opened twenty-one (21) days before the date of the election.

Section Seven – A special election shall be conducted by the Election Board within four weeks or the commencement of the Fall semester to fill the Freshmen Positions, to pass on any referendum or constitutional changes, or any other items which may require a vote of the student body.

Section Eight – A general campus election shall be conducted by the Election Board beginning no later than April 1 and concluded by April 15 of each year. The SGA President, Vice President, Secretary, Treasurer, Senators-at-large, sophomore, Junior and Senior Class Senators, the Clerk of Senate and all Class officers shall be elected at this time. All elections shall be held campus-wide for two (2) consecutive days.

Section Nine – The term of office of any officer under this constitution may be terminated by either of the following procedures and steps outlined therein:
1. Impeachment
   a. By the filing of formal impeachment charges of one-fifth (1/5) of the members of the Student Senate at a regular meeting of the senate, and
   b. By a formal hearing at the next regularly scheduled Senate meeting, to be presided over by the Chief Justice of the Judicial Council (or by the President in case the Chief Justice is the officer charged with impeachment), and
   c. By a three-fourths (3/4) affirmative vote for conviction of those present at the Student Senate meeting, voting by secret ballot, or
2. Recall:
   a. By submission of a petition to the Election Board signed by fifteen percent (15%) of the Electorate of the office concerned, and
   b. By the Election Board setting provisions for a recall election within two weeks after the petition is submitted, and
   c. By a majority of those voting in accordance with the provisions of this Constitution.

Section Ten – Transition and Installation of Officers
All officers elected under this constitution shall be installed within thirty (30) days after the elections are completed.

Section Eleven – The Election Board
1. There shall be an Election Board consisting of a cabinet member appointed by the President to serve as chairperson, two persons appointed and three persons appointed and approved by the Senate, subject to Presidential veto.
2. The chairperson of the Election Board shall be the cabinet member appointed by the President.
3. The Election Board shall be appointed at the end of each Fall and Spring semester, and shall serve from the time of their appointment until a new board is appointed.
4. Should a vacancy occur on the Election Board during the course of the semester, the party making the original appointment will appoint a replacement in the same manner as the original appointment.

5. The duties of the Election Board shall be:
   a. To conduct all Student Government elections;
   b. To determine dates and procedures for all SGA elections and other official Elections consistent with this constitution;
   c. To secure poll commissioners for all polling stations;
   d. To instruct all polling commissioners as to the duties of their position;
   e. To disqualify any candidate who shall fail to comply with election regulations.

Article IX. Finance

Section One – A Treasury Board shall consist of the SGA Treasurer, all Class Treasurers, and the Clerk of Senate. The Treasury board shall assist the SGA Treasurer in bookkeeping for the Student Activity Fund collected by the University for the operation of SGA functions and which funds shall be appropriated by the Student Senate.

Section Two – Requisition for the expenditure of SGA funds shall be signed by the President, Vice-President, and duly-appointed University advisor to the SGA. Class and student organization requisitions shall be signed by the President, Treasurer and duly appointed University advisor.

Section Three – Budget hearings shall be scheduled by the SGA President with proper notification being given to the members of the student body and Student Senate at least two weeks in advance of the hearings. These hearings are to be conducted within the first three weeks of the fall semester.

Section Four – The Student Government Association shall appropriate and disburse monies according to funds collected from the Student Activity fee.

Section Five – The SGA funds shall be calculated at the beginning of each semester. The funds shall equal to the number of full-time students enrolled in the College of Arts and Sciences times the student activity fee per student plus 60% of the student activity fee times the number of full-time students enrolled in the College of Pharmacy.

Section Six – The SGA funds shall be itemized as follows:
   a. 25%per full-time enrolled student as an official member of the perspective classes (Freshman, Sophomore, Junior, Senior) and 40% per full-time enrolled student in the College of Pharmacy.
   b. SGA stipends shall not exceed 10% of the actual total SGA funds.
   c. Funds available for budget hearings shall not be less than 10% of the actual total SGA funds.
   d. Discretionary Funds – The SGA President’s discretionary fund shall not exceed 5% total of SGA Budget and any incoming revenues, and shall be under the control of the SGA President, not to be allotted by Senate.

Article X. Legislation, By-Laws

Section One – Any legislation not inconsistent with this constitution which has more than a temporary effect must be considered a by-law.

Section Two – Any proposed by-law must be presented in writing to duly-constituted meeting of the Student Senate. The vote on this by-law may not be taken until the next duly-constituted meeting of the Student Senate.

Section Three – A two-thirds (2/3) vote of the membership of the Student Senate at a duly-constituted meeting of the Senate is required to pass a by-law.

Article XI. Amendments

Section One – Amendments may be proposed to this constitution by two-thirds (2/3) vote of the Student Senate.

Section Two – At least seven days must elapse between the date of passage of proposed amendments by the Student Senate and their submission for ratifications to the SGA membership.

Section Three – Proposed amendments shall become a part of this constitution after they are ratified by a majority of those voting at an election designated for that purpose.

Section Four – The right of initiative is hereby given to the student body. If a petition signed by 15 percent (15%) of qualified voters requesting an election for the consideration of a constitutional amendment must be held between 14 and 21 days following the presentation of the petition to the SGA President.

Section Five – All proposed amendments must be certified as not inconsistent with the University policy by the appropriate University officials prior to their submission to the electorate.

Article XII. Oath of Office

I ________________________________, hereby solemnly affirm that I will carry out the duties of my office to the best of my ability in accordance with the Constitution of the Xavier University Student Government Association and the regulations of Xavier University of Louisiana.
BY-LAWS

Article I. The Inter-Organizational Council
Section One – Upon assuming his/her office, the president of the SGA shall assemble the Inter-Organizational Council (IOC).

Section Two – The Inter-Organizational Council shall:
   a. Insure that all recognized organizations of this university are structured and maintained according to the principles established in this constitution and its by-laws, as well as the policies of this university;
   b. Communicate with and provide for the annual registration of all organizations;
   c. Establish procedures for the recognition and functioning of newly formed organizations;
   d. Recommend to the Office of Student Activities the suspension of any organization that acts contrary to its approved constitution, or the policies of the university; and
   e. Sponsor such activities which require a joint effort of all member organizations.
   f. The president of each University-approved and active organization and class is a member of the IOC. Each representative of a University-recognized organization shall be empowered to cast one vote within the council.
   g. In every clause where organization is mentioned, organization shall automatically include all organizations, honor societies, and classes recognized by IOC.

Section Three – All organizations which have been recommended for suspension shall have the right to appeal to the Judiciary Committee of the SGA.

Section Four – The composition of IOC shall be:
   a. One (1) representative of each organization and class recognized by the IOC
   b. The President of the SGA, whom shall have voice but no vote
   c. The Vice-Chairperson of IOC
   d. IOC Secretary of who shall have voice but no vote
   e. The Vice President of Student Services or his/her representative, currently the Director of Campus Activities (sp 2014), of whom shall have voice but no vote.

Section Five –
   a. The president of the SGA shall chair all IOC meetings
   b. If both the president of the SGA and the Vice Chairperson of IOC are unable to chair a meeting, the SGA president may appoint a representative to chair the meeting of IOC.
   c. The Vice Chairperson shall be appointed by the President of the SGA subject to the approval of the Executive Board of SGA.
   d. The SGA Secretary shall keep the minutes of all IOC meetings.

Article II. Verification of Elections
Section One – Two (2) members of the Judiciary Council shall be present for the tabulating of ballots for all elections conducted by the SGA. They shall affix their signature to the official tabulation as a verification of the election returns. This section in no way shall void appeals by candidates concerning matters set forth in Article V of this constitution.

Section Two – All organizations recognized by the Inter-Organizational Council should select their officers (for the coming year) by a democratic process no later than two weeks after the SGA elections are held.

Article III. Appointments and Hearings
Section One – All appointments to be made by the President of the SGA shall be accompanied by a brief biographical statement which shall be delivered to members of the Student Senate two weeks in advance of the proposed vote on the nominations.

Section Two – The president of the SGA or his/her representative and the candidate(s) shall appear before the Student Senate in order to answer any questions pertinent to the nomination(s).

Section Three – Nominations shall be published for members of the SGA in an appropriate form of communication.

Section Four – Interested parties may appear before the Student Senate in support or opposition to nominations.

Section Five – A simple majority vote of the Student Senate shall be sufficient for appointment.

Section Six – All individuals appointed to normally elected positions must meet all requirements of that position as stated in this constitution and its by-laws.

Article IV. Budget Procedures
Section One – Budget hearings shall be publicized in the university publications and other appropriate forms of communication.
Section Two – Members of the Budget Hearing Committee shall include three (3) members of the Student Senate, the president of the SGA, and the Vice President of Student Services, or his/her representative.

Section Three – The income provided by the university (Student Activities Fees) shall be determined by the fourth week of each semester.

Section Four – All requests for expenditures shall be made in writing at the budget hearings.

Section Five – All awards of funds shall be strictly accounted for, with a financial statement and evaluation form completed within two weeks following the sanctioned activity. These forms shall be provided by the SGA.

Section Six – The Student Senate shall receive from the president of the SGA a prepared budget including receipts and expenditures by September 15th of the Fall Semester and January 31st of the Spring Semester.

Section Seven – The Student Senate shall pass on its finalized budget by September 30th of the Fall Semester and February 15th of the Spring Semester.

Section Eight – The budget adopted by the Student Senate shall be a balanced budget.

Section Nine – No loans will be granted by the SGA Student Senate to any organizations and/or individuals. No IOC monies shall be allocated to individuals.

Section Ten – In order to provide compensation for the time, energy and effort spent working for the SGA, the following officers, President, Vice President, Treasurer, Secretary, Clerk of Senate, and Miss Xavier will be proposed a stipend subject to senate approval. Stipends shall not exceed 10% of the total SGA funds.

Section Eleven – The availability of SGA funds to a student organization shall be based upon (1) active attendance at IOC and Student Body meetings – attending at least three-fourths (3/4) of both IOC and Student Body meetings called, and (2) active participation in community service – a minimum of three community service projects per semester with prior notification to and registration with the XU Volunteer Center. At least two service projects must be off-campus per semester.

Section Twelve – The For Spring Budget Hearings, active attendance and active participation shall be a prerequisite for eligibility.

Article V. Meeting Procedures

Section One – Class meetings are to be held once per month on a date and at a time set forth by the University calendar and communicated in appropriate form to constituents.

Section Two – Student body meetings are to be held once per month on a date and time set forth by the University calendar and communicated in appropriate form to constituents.

Section Three – Treasury reports and congressional reports are to be given during the above mentioned meetings. General activity planning shall be discussed and decisions for the academic year shall be made.
The University recognizes the roles in which organized activities serve in enhancing the educational, professional, and social experiences of the Xavier community. Intellectual and personal growth takes place in student organizations which have effective leaders and cooperative members. Organizations and groups may be established for any legal purposes, provided these groups do not discriminate with regard to race, creed, color, religion, or disabling condition. Students are encouraged to participate in the programs provided by these organizations. The Office of Campus Activities maintains records of all student organizations.

Operating License
Only officially registered and University-approved organizations shall operate on campus. Existing organizations must maintain Inter-Organization Council (I.O.C.) standards in order to retain University recognition and shall meet all prerequisites before obtaining complete accreditation and charters are issued. Membership in recognized student organizations must be open to ALL registered students at the University. Student Organizations that are granted exemption to have members of only one gender under Title IX of the Educational Amendment of 1972 are granted the same exemption by the University.

In order for an organization to be approved, it must be sanctioned by the Inter-Organizational Council. All registering student organizations will agree, at the time of registration with the University, to the policies and procedures promulgated herein relating to activities on campus. While members of the faculty and staff serve as advisors to assist student organizations in their programs, the Director of Campus Activities supervises all campus clubs and organizations. Detailed guidelines governing all university organizations are further outlined in the Student Organization Guide Book.

Rights and Benefits of Campus Organizations
Upon receipt of its charter, an organization will attain all rights and privileges and immunities conferred by such a charter:
1. The use of the University’s name and visual identity in association with the name of the organization.  
   Note: use of University seal and logo requires prior approval
2. Use of University facilities in accordance with policies governing them.
3. Listing of the organization in the official publications of the University.
4. Solicitation of members on campus.
5. Use of campus mail box.
6. Use of University calendar and reservations system, to schedule and publicize events.
7. Right to request student activity funding from the appropriate source.
8. Ability to establish membership dues and raise funds.
9. Use of the Student Organization Resource Room, equipment and supplies to promote programs, events and activities.
10. Use of campus copy center
11. Use of cashbox and storage/security
12. Use of Student Government van (when available).

Responsibilities of Campus Organizations
Xavier University Student Organization:
1. shall not discriminate against membership of individuals based upon race, creed, age, ability, national origin, gender or sexual orientation.
2. must adhere to national, state local and college policies, procedures and laws.
3. must be responsible for all activities and/or damage at any event sponsored by or involving the organization.
4. president and officers must attend leadership programs throughout the academic year. For example, the SGA Leadership Retreat, spring Regional Leadership conference, Organizational Workshop series, and Emergent and Advanced Leadership programs.
5. president must attend IOC and student body meetings.
6. must participate in the annual UNCF walk/run.
7. shall be responsible for all information included in the Student Organization Guide
8. must renew registration each spring for the next academic year and update information whenever new officers are elected or appointed and must submit semester packets to the Office of Campus Activities
9. shall maintain a copy of the organization’s charter on file in the Office of Campus Activities
10. may not use Xavier University insignia, seal, logo or any other form of visual identity without prior approval from the Vice President of Student Services, or designee
INTER-ORGANIZATIONAL COUNCIL (I.O.C.)

Purpose
The purpose of the Inter-Organizational Council is to work under the supervision of the Student Government Association in cooperation with the Office of Student Activities in furthering the goals and objectives of the University by insuring that all University Organizations are properly structured, maintained, and functioning in such a way as to provide effective student leadership and self government; to provide a communication link among the various organizations; and to provide a broader scope of student activities.

Implementation
The I.O.C. shall carry out its aims by consistently and objectively reviewing all University-recognized organizations relative to their constitutional purpose and governing procedures, in keeping with University standards and requirements for recognition.

Memberships
The President of each chartered student organization is a member of the I.O.C. Each representative of a University-recognized organization shall be empowered to cast one vote within the council. The I.O.C. shall be chaired by the President of the Student Government Association.

Advisor
The Director of Campus Activities shall serve as advisor to the I.O.C. and is available to assist students in planning events that help build community on campus.

PETITIONING FOR RECOGNITION ON CAMPUS

General Requirements for Recognition
Registration of student organizations shall be with the Vice President of Student Services, or designee, currently the Director of Campus Activities. Upon initial contact the feasibility and mechanics for starting and organization shall be discussed with the Director of Campus Activities. Any organization which limits their membership on the basis of race, religion, color, disabling condition or national origin will not be granted recognition. An organization must have a minimum of ten (10) students of Xavier University interested in the goals of the organization.

All newly recognized organizations shall be granted temporary charters for one academic year. Until chartered, all such groups will be designated as Interest groups and may utilize University facilities for meetings, but they can not be authorized to hold fund raisers or dances, sponsor speakers or any other type of program, nor utilize the University’s name.

Procedures and Requirements for Local Chartering
Any organization who has met the above requirements must make a formal application following procedures to obtain a charter.
1. Submit three copies each of Petition to Organize, Proposed Constitution, Member Roster and Letters of Support (if applicable).
2. The proposed constitution shall define its types of membership and designate that each member be enrolled in the University for twelve (12) hours or more and have an overall GPA of 2.000 or better.
3. An academic organization must submit evidence, certified by the Department Chairman and Dean of College, of approval of the constitution.
4. A Religious organization must submit evidence certified by the Office of Campus Ministry of approval of the constitution.

Procedures and Requirements for National Affiliation
A chartered local organization or a group of students interested in having national affiliation shall meet the same requirements as for local chartering. The organization must also meet the following additional requirements.
1. Submit three brochures or other publications of the national organization.
2. Submit at least one copy of the national constitution and by-laws.
3. Group must secure and submit a letter of approval from the regional or national office before it can be recognized on campus.

Requirements for Greek Organizations
To merit continued existence, an organization must:
a. substantially fulfills the purpose for which it was chartered;
b. be an active member of the Pan Hellenic Council;
c. maintain at least ten (10) active members;
d. maintain a cumulative average of 2.75* each semester;
e. complete the annual charter renewal form and any other information requested by the Vice President of Students, Campus Activities Director and the Student Government Association.

Failure to maintain a 2.75* cumulative semester average for one semester will result in restricted probation. Failure to maintain the academic requirements for two consecutive semesters will result in the suspension of the organization and possible revocation of its University charter.

MEMBERSHIP INTAKE
The University requires a resident and cumulative GPA of 2.75* or better.

Final Recognition
ACCEPTANCE
After all requirements have been met and procedures properly followed, the Office of Student Services and the Inter-Organizational Council of the Student Government Association will review the organization’s petition for recognition and their constitution. If approved the above bodies, the organization is recognized as an Interest Group for one probationary year. Upon approval the Office of Student Services must be notified and supplied with a copy of the constitution, the name of the proposed faculty advisor(s), and the names and addresses of elected officers.

DENIAL OF RECOGNITION

If disapproved by the Student Government Association, the Vice-President must inform the organization in writing of the reasons of the objection. The organization may resubmit its documents at the next meeting with a representative present. If it is denied a second time and the organization can show prejudicial treatment, it may appeal to the Director of Student Activities.

EVALUATION/REVIEW/APPEAL

At the end of approximately one year the organization will be evaluated by the Inter-Organizational Council. A written evaluation will be submitted to the Office of Campus Activities and the Student Government Association. The evaluation will either recommend or deny final recognition listing its reasons or objection(s). If recommended and accepted by both the Director of Student Activities and the Student Government Association, the organization may continue to function with all the rights and privileges so granted. If denied final recognition, a public hearing may be called with presentations made by the Student Government Association and the organization’s President and Advisor. At the conclusion of the hearing, the committee appointed by the Director of Campus Activities or the President of the Student Government Association will discuss, debate, and vote on the organization. The action of the committee is expressed as a recommendation to the Student Government Association and the Director of Student Activities.

Registration of Members

After elections each spring semester an organization must submit to the Office of Campus Activities an Organization Roster. This roster should include Active, Inactive, Association, and Honorary members. The form can be obtained online or in the Office of Campus Activities and submitted no later than April 15 or within the last two weeks of the spring semester. An organization with national affiliation must submit proof of membership from the national office in order to be considered a campus affiliate member. An organization failing to submit its roster on time will have its charter revoked for a minimum of one semester. Once the membership roster has been submitted, any change in this membership should be reported immediately. An organization having less than ten (10) active members will have the charter suspended for a period no less than one semester or until the total active members are at least ten.

Registration and Requirements for Officers

Each organization must register its officers with the Office of Student Services within 72 hours of their election or by May 1st. Any student seeking or holding office in any chartered organization on Xavier’s campus must meet the following requirements:

1. Full time enrollment status.
2. Resident GPA of 2.75* or better.
3. No University sanctions – academic or disciplinary.

The officers are responsible for assuring that the organization adheres to all governing regulations.

Eligibility requirements for the Student Government Association, Classes, and other organizations, only where the GPA is higher and/or other requirements are necessary, will supersede or be added to the minimum listed above.

Suspension and Revocation of Organization Charter

An organization which fails to meet the necessary requirements as outlined in this manual or violates any university guidelines or regulations, will have its charter revoked for a period of no less than one semester. Organizations should refer to specific University guidelines governing Greek Letter organizations, Inter-Organizational Council and Professional Societies/Fraternities.

Copies of each set of guidelines are available to relevant organizations in the Office of Campus Activities.

USE OF UNIVERSITY FACILITIES

Activity Clearance

EMS, Event Management Services, is the online Event Information and Master Calendar system for the university. It operates under the Office of the Vice President for Student Services, coordinated by the Dean of Students. University Scheduling assists all XU faculty, staff and students needing to reserve university facilities. Student organizations should have Advisors submit activity requests at https://app01.xula.edu/VirtualEMS/.

Event Scheduling is operated daily by the University Scheduler (UC 305B) who serves as central processing and manages the general distribution of information related to the use of university facilities. University facilities are assigned a Location Manager whose office should be contacted directly for questions about room set-ups, capacity and specific building resources or requirements. For additional questions or comments, please email events@xula.edu or visit the University Center 305B.

Reservation Requests

All requests for use of university facilities other than courses scheduled through the Registrar’s office are considered events. Events can be requested and viewed online from the university website https://app01.xula.edu/VirtualEMS/. Event requests should be submitted at least two weeks prior to the desired date to allow time for processing and event promotion. You must be an officially recognized student organization or group to have use of university facilities.

To Request an Event:

1) Meet with Campus Activities to discuss programs/annual budgets for the semester/year if necessary.
2) Advisor submits event request online.
3) Submit event set-up form to University Event Center office (UC Room 208).
4) The room requested will be assigned if available. The University reserves the right, however, to assign another room or facility to meet overall space requests.
5) Decisions are made based on information supplied in your request. Please be accurate and complete in your event request and set-up.
   Material alterations in either may result in cancellation, room change or fees assessed.
6) Confirmation is sent electronically to Organization Advisor usually within three business days.
7) Meeting rooms are available 30 minutes prior to scheduled meeting time. Misuse of facilities may result in refusal of permission for future requests.

   NO ACTIVITY SHALL BE PUBLICIZED PRIOR TO FINAL CLEARANCE!

Contracts
   All contracts for campus entertainment, vendors, etc. must be reviewed and approved in the Office of Student Services. No student may agree to verbal or written contracts on behalf of any student organization or the University.

Alcoholic Beverages
   The serving of alcoholic beverages at any student function is strictly prohibited.

Public Safety
   All organizations must provide University Police at activities that are open to the public and/or charge a fee. Arrangements must be made with the Student Services Office.
STUDENT CLUBS and ORGANIZATIONS

A number of chartered student organizations are available to students, offering something for everyone. The organizations give students ample opportunity to become involved in planning activities, making new friends, developing leadership qualities, and receiving recognition for a job well done. Included are governmental, academic, professional, service, religious, social, and special interest groups. The following is a list of the many diverse clubs and organizations that are registered with the University. A detailed description of these and other organizations is listed in the Student Organization Directory.

Note: Because the University requires clubs and organizations to register each fall semester, this listing may not be current.

**New Organization Interest group 2013-2014**

ACADEMIC/DEPARTMENTAL CLUBS
Closely associated with respective academic departments, these clubs focus on study and research; exposure to career options; and foster fellowship among majors and other interested students.

- Academy of Students of Pharmacy
- ACS/Chemistry Club
- African American Studies Club
- American Marketing Association
- Biology Club
- English Majors Club
- Foreign Language Club

HONOR SOCIETIES
These groups encourage and recognize outstanding academic achievement as their primary purpose.

- Alpha Epsilon Delta (Pre-med)
- Alpha Kappa Mu (University)
- Alpha Lambda Delta (Freshmen)
- Beta Beta Beta (Biology)
- Kappa Delta Pi (Education)

PROFESSIONAL GREEK ORGANIZATIONS
These organizations provide pre-professional association and contacts while focusing on scholarship, professional development, and ethical leadership.

- Kappa Epsilon (Pharmacy)
- Phi Beta Lambda (Business)
- Kappa Psi (Pharmacy)
- Phi Lambda Sigma (Pharmacy)

RESIDENCE HALL COUNCILS
Each residence hall council operates from a committee structure with goals varying depending on the challenges and projects taken on by the group.

- St. Katharine Drexel Hall
- Living Learning Center
- St. Michael’s Hall
- St. Martin DePorres Hall

SOCIAL GREEK ORGANIZATIONS
Founded on the principle of Brotherhood and Sisterhood, these nationally-affiliated organizations stress scholarship, leadership, and service through well-balanced social programming.

- Sororities
  - Alpha Kappa Alpha *
  - Delta Sigma Theta
  - Sigma Gamma Rho
  - Zeta Phi Beta

- Fraternities
  - Alpha Phi Alpha *
  - Kappa Alpha Psi *
  - Omega Psi Phi
  - Phi Beta Sigma

SPECIAL INTEREST ORGANIZATIONS
These groups provide interaction and various activities based upon mutual interests who cooperate with and contribute to the general welfare and programs of the University.

- African Students Union
- Caribbean Students Association
- Chinese Mahjong Club**
- ECHOS**
- F.A.X. (Fashion At Xavier)
- Globe Med**
- Golden Girls Pom Squad
- Louisiana Assn of Health Systems Pharmacists
- M.A.X. (Mobilization At. Xavier)
- National Association of Black Accountants (NABA)
- National Association of Black Journalists (NABJ)
- NOBBCChe (National Organization of Black Chemists and Chemical Engineers)
- National Society of Black Engineers (NSBE)
- National Student Speech, Language, Hearing Association (NSLHA)
- Business Achievers
- C.A.N. (Celibacy Action Network)
- Collegiate 100 Black Men
- ENACTUS
- Gender Equity Club
- Gold Star Dance Team
- Habitat for Humanity
- MAPS (Minority Assn Pre-Health Students)
- Muslim Students Association
- NAACP
- Muslim Students Association
OTHER STUDENT GROUPS

There are other student groups which do not operate on the basis of self-government, but are under the umbrella of University departments. A partial list of these groups appears below.

**Intercollegiate Athletics**

<table>
<thead>
<tr>
<th>Gold Rush Men's Basketball</th>
<th>Gold Nuggets Women's Basketball</th>
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<tbody>
<tr>
<td>Gold Rush Men's Tennis</td>
<td>Gold Nuggets Women's Tennis</td>
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<tr>
<td>Gold Rush Men's Cross County</td>
<td>Gold Nuggets Women's Cross Country</td>
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<tr>
<td>Gold Rush Men's Track &amp; Field</td>
<td>Gold Nuggets Women's Track &amp; Field</td>
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<td>Gold Nuggets Women's Volleyball</td>
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**Performing Groups**

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<tr>
<th>Cheerleading Squad</th>
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**Instrumental**

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<tr>
<th>Symphonic Band</th>
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<td>Jazz Ensemble</td>
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**Vocal**

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<tr>
<th>University Chorus</th>
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<tr>
<td>Concert Choir</td>
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<tr>
<td>Opera Workshop</td>
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<tr>
<td>Campus Ministry Gospel Choir</td>
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**Students are not required to be Music majors to participate**