



# Allocation, Revision or Transfer Form

Amount: \$2,802 Date: 05 / 16 / 2016

Senate Bill 43

Sponsor(s) Senator Joseph

From: Senate Project Expense  
**Account Name** **Category**

To: Dance Marathon Expense  
**Account Name** **Category**

Or

Within:

From \_\_\_\_\_ To: \_\_\_\_\_  
**Account/Category** **Account/Category**

**Purpose & Description: (Use back of form for more space if needed)**

This trip to Dance Marathon Leadership conference will ensure that the mgmt team is properly prepared from a leadership standpoint to actively lead the student body in creating the best Dance Marathon experience for the university. ~~There~~ will be four student leaders going on the trip that is on 07/21/2016.

*There*

Organization Director Alex Jones Phone Number: 561-635-8066

**Itemized Expenditures: Only use this area if ALL expenditures can be listed.**

If ALL do not fit then use a separate sheet of paper and staple to this form when turning in.

Quantity	Description	Unit Price
4	Registration Fee	\$ 1,350.00
4	Airfare tickets	\$ 1,452.00
	<b>Total</b>	<b>\$ 2,802.00</b>

Senate Finance Committee Chairman  
Passed Failed Date: \_\_\_\_\_

Senate Action:  
Passed Failed Date: \_\_\_\_\_

Other \_\_\_\_\_

Other \_\_\_\_\_



THE FLORIDA STATE UNIVERSITY  
STUDENT GOVERNMENT ASSOCIATION  
THE 68TH STUDENT SENATE

# Allocation, Revision or Transfer Form

Amount: \$1000 Date: 5 / 15 / 2016

Senate Bill 44

Sponsor(s) Billisi

From: \_\_\_\_\_  
Account Name Category

To: \_\_\_\_\_  
Account Name Category

Or

Within: OGA  
From Expense To: Clothing & Awards  
Account/Category Account/Category

Purpose & Description: (Use back of form for more space if needed)  
To buy T-Shirts for the Noles Engaged in Politics program

Organization Director James Doyle Phone Number: \_\_\_\_\_

Itemized Expenditures: Only use this area if ALL expenditures can be listed.  
If ALL do not fit then use a separate sheet of paper and staple to this form when turning in.

Quantity	Description	Unit Price
	Total	\$1000

Senate Finance Committee Chairman  
Passed Failed Date: \_\_\_\_\_

Senate Action:  
Passed Failed Date: \_\_\_\_\_

Other \_\_\_\_\_

Other \_\_\_\_\_



THE FLORIDA STATE UNIVERSITY  
STUDENT GOVERNMENT ASSOCIATION

Statute Revision, Addition or Proposed Constitutional Amendment Form

Date: 5-16-16

Senate Bill: 45

Sponsor(s) Hill

Purpose & Description (Use extra sheet of paper if more space is needed)

Revising Chapter 703 N - Clarifying hours for OS Students  
in the Office of Elections

Chapter 703 – Section N

N. The Office of Elections shall be open for a period of three (3) hours a day (which do not have to be consecutive), starting from when the date of an election is set, and lasting until the certification of that election and shall be staffed by a Supervisor or Deputy Supervisor of Elections. The office hours must be posted on the door of the Office of Elections and on the elections website.

1. The Supervisor of Elections shall work no more than twenty (20) paid office hours in the three (3) week period prior to the election. In the operational weeks prior to this three (3) week period, the Supervisor of Elections hours shall be no more than ten (10) hours a week.
2. The Deputy Supervisors of Elections work hours shall not exceed ten (10) paid office hours per week during the aforementioned time period.
3. The Supervisor and Deputy Supervisors of Elections shall work no more than five (5) hours per week during the fall and spring semesters in between election periods.

Chairperson Passed

Failed

Date: \_\_\_\_\_

Failed

Date: \_\_\_\_\_



THE FLORIDA STATE UNIVERSITY  
STUDENT GOVERNMENT ASSOCIATION

Statute Revision, Addition or Proposed Constitutional Amendment Form

Date: 5-16-16

Senate Bill: 46

Sponsor(s) Billisi

Purpose & Description (Use extra sheet of paper if more space is needed)

Revising the Pride Student Union statutes  
Chapter 1009.2, 1009.3, 1009.4, 1009.5  
to clarify these statutes.

Approved for First Reading \_\_\_\_\_

Statute Number \_\_\_\_\_ Strike \_\_\_\_\_ Statute Number \_\_\_\_\_

Insert \_\_\_\_\_

Senate Judiciary

Chairperson Passed

Failed

Date: \_\_\_\_\_

Senate Action

Passed

Failed

Date: \_\_\_\_\_

## Chapter 1009 The Pride Student Union

*History: Added by the 47th Senate Bill 76. Revised by the 48th Senate Bills 192 and 211. Revised by the 49th Senate Bill 14. Revised by the 51<sup>st</sup> Senate Bill 31. Revised by the 53<sup>rd</sup> Senate Bill 57. Revised by the 58<sup>th</sup> Senate Bill 61. Revised by the 59<sup>th</sup> Senate Bill 108. Revised by the 64<sup>th</sup> Senate Bills 30 and 74. Revised by the 65<sup>th</sup> Senate Bill 54. Revised by the 66<sup>th</sup> Senate Bill 20.*

1009.1

A. Creation

This act shall create an Executive Agency of the Student Government Association known as The Pride Student Union (PSU).

B. Purpose

To provide services and programs to address the needs of lesbian, gay, bisexual, transgender, queer, questioning, asexual, and intersex students and to increase the awareness of issues pertinent to them within the Florida State University community. Further, the Pride Student Union shall endeavor to create a supportive and healthy environment for the welfare of all students regardless of their sexual orientation or gender identity.

C. Membership

Membership is open to all Florida State University students, faculty, and staff, as well as members of the Tallahassee community who take an active interest in the issues and concerns of lesbians, gay, bisexual, transgender, queer, questioning, asexual, and intersex individuals.

D. Statute Revision Procedure

1. Any revisions, amendments, additions or deletions to Chapter 1009 must be approved by at least a three-fourths ( $\frac{3}{4}$ ) majority vote of the Executive Board of PSU, before those changes are introduced before the Student Senate.
2. To ensure this end; A statement of approval, signed by at least a three-fourths ( $\frac{3}{4}$ ) majority of the Members of the Executive Board, must accompany any revisions, amendments, or additions to this act when those changes are introduced before the Senate.
3. In cases of spelling and grammatical errors passed into this act, the PSU Executive Director is authorized to make such changes, as is necessary to correct such mistakes, without the statement

described in chapter 1009.1(C)(3). In all cases, the substantive intent of the article must be preserved and these changes are subject to approval by the Student Senate.

4. Any attempt to circumvent these revision procedures; by any officer of the Pride Student Union shall be considered misfeasance under section 405.3(D) of the Student Body Statutes, and is grounds for impeachment.

## 1009.2 Executive Board

### A. Voting Membership of the Executive Board

The Executive Board of PSU, shall be composed of ~~nine (9)~~ Ten (10) voting members: the Executive Director, Assistant Director, Center Director, Treasurer, Secretary, Programming Coordinator, Public Relations Coordinator, External Affairs Coordinator, ~~and~~ Political Action Coordinator, and Membership Coordinator.

### B. Non-voting Ex-Officio Membership of the Executive Board

1. There shall be a staff or Administrative Advisor for PSU. The advisor shall be a non-voting ex-officio member of the Executive Board
2. The President/Director of any Pride-affiliated student organization, as defined in Chapter 1009.3, may act as a non-voting ex-officio member of the Executive Board.

### C. Selection and Term of Office

1. Applications for all Executive Board positions must be publicly released by the first school day in March. Completed applications must be received by the current Executive Board no later than 5 p.m. on the last Friday in the month of March. The deadline for applications may be postponed, for up to one (1) week, under extreme circumstances.
2. The term of office for all Board members shall begin on the last day of the Spring semester, after exam week, and last for one calendar year; unless the board members are removed from office, resign, or graduate.
3. If a current board member submits an application for any position in the upcoming year's board, the member may not be present for voting on the nomination for that position or any interview for that position, other than their own.

4. All applicants for a position must be interviewed before any vote is to be taken on the nomination for that position.
5. Selection of the Executive Director
  - a. Once the application period has ended, interviews for the position of Executive Director will be scheduled by the current Executive Board.
  - b. The current Executive Board and current Administrative Advisor shall interview all applicants for the position of Executive Director and shall forward one nominee to the Student Body President and the Chief of Staff for appointment, with confirmation by the Student Senate; no later than 10:00 am on the first business day of the second week of April.
  - c. In the event that a new Executive Director is not appointed by the Student Body President before the second week of April, the nominee shall automatically be forwarded to the full Student Senate for confirmation at the next meeting.
6. Selection of Board Positions Subject to Senate Confirmation
  - a. Once the incoming Executive Director has been nominated by the current Executive Board, the nominee may, with the current Executive Director and current Administrative Advisor, begin conducting interviews for the positions of Assistant Director, Treasurer, and Center Director.
  - b. Once the incoming Executive Director has been confirmed by the Student Senate; the incoming Executive Director must, within three (3) business days, submit their nominations for the positions of Assistant Director, Treasurer, and Center Director; to the Student Body President and the Chief of Staff for appointment, with confirmation by the Student Senate.
  - c. In the event that these nominees have not been appointed by the Student Body President before the third week of April, the nominees shall automatically be forwarded to the full Student Senate for confirmation at the next meeting.

7. Selection of Board Positions Not Subject to Senate Confirmation

- a. Once the incoming Executive Director has been confirmed by the Student Senate, and the incoming Assistant Director and Center Director have been nominated, they all, with the current Administrative Advisor, must begin conducting interviews for the remaining positions on the Executive Board (Secretary, Programming Coordinator, Public Relations Coordinator, External Affairs Coordinator, ~~and~~ Political Action Coordinator, and Membership Coordinator).
- b. Once the incoming Executive Director, Assistant Director, and Center Director have all been confirmed by the Student Senate. The incoming Executive Director shall appoint the incoming Secretary, Programming Coordinator, Public Relations Coordinator, External Affairs Coordinator, ~~and~~ Political Action Coordinator, and Membership Coordinator.
- c. The appointees shall be sworn in by the incoming Executive Director at their earliest convenience.

D. Powers and Duties of the Executive Board

1. The Executive Board shall be the decision-making body within the PSU.
2. The Board shall establish and maintain a set of bylaws and operating procedures that will act as a guide for the day-to-day operation of the PSU.
3. All event co-sponsorship proposals must receive a majority vote (50 plus one) of the Executive Board prior to any expenditure of PSU money, resources, or use of the PSU logo or seal.
4. All contractual service agreements must receive a majority vote (50% plus one) of the Executive Board prior to any expenditure of PSU money, resources, or use of the PSU logo or seal.
5. For the sake of expediency, Board Voting may be conducted via electronic means, including, but not limited to: video conferencing, instant messaging, and group text messages. All electronic voting shall be recorded in the minutes of the next meeting of the Executive Board.



A. Purpose

The Pride Student Union shall establish and maintain a system of affiliation between itself and all other Recognized Student Organizations dedicated to provide services and programs to address the needs of lesbian, gay, bisexual, transgender, queer, questioning, asexual and intersex students and to increase awareness of issues pertinent to them within the Florida State University community.

B. Membership

1. Affiliate Membership is available to all Recognized Student Organizations (RSOs) that promote and have an interest in contributing to the LGBTQ+ community on campus.

2. Qualifications

RSOs seeking Affiliate Membership must fulfill the following requirements:

- a. ~~Letter of Intent~~
- b. ~~Copy of organization's Constitution~~
- c. ~~Letter of recommendation from organization's Adviser~~
- d. ~~Proof of current RSO recognition process approval~~
- a. Fill out form on Nole Central

3. Executive Board Approval

- a. The motion for approval of the RSO applicant is subject to a majority (50% plus one) vote of the Executive Board.
- b. If the approval motion succeeds, the applicant RSO will henceforth be referred to as an Affiliated Organization of The Pride Student Union.
- c. If the approval motion is rejected, the applicant RSO must wait a full semester before re-applying.
- d. Once an application is submitted, the approval motion may be tabled for a period of up to one (1) month pending specific requested changes to any document(s) listed in Chapter 1009.3 Section B.2.

C. Membership Requirements

Approved affiliate member organizations are subject to the following requirements:

1. A representative of the member organization must be in attendance at all affiliate meetings, conducted once every ~~month~~ semester on a date to be set at least a week in advance.
  
2. Submission of ~~Monthly Reports~~ Organization Reports are upon request of the Pride Student Union Executive Board, or when updated by the Affiliated Organization itself, which must include the following information:
  - ~~a. Meetings held~~
  - ~~b. Meetings attended~~
  - ~~c. All events hosted~~
  - ~~d. PSU events attended~~
  - ~~e. Co-sponsorships sought and/or approved~~
  - ~~f. Financial transactions made with the PSU~~
  - ~~g. Any additional comments, questions or concerns~~
  - a. All events hosted
  - b. Co-sponsorships sought and/or approved
  - c. Any additional comments, questions or concerns
  - d. Any request of the Pride Student Union

D. Member Benefits

Affiliated Organizations are granted the following rights and benefits:

1. The Director/President of the Affiliate may attend and speak at meetings of the Executive Board as a non-voting ex-officio member of the Executive Board.
  
2. The affiliate may, with the prior approval of the Executive Director, utilize Pride office space and supplies, including the Pride paper reserves in Student Publications.
  
3. The affiliate may, with the prior approval of the Center Director, hold meetings in the LGBTQ+ Resource Center.
  
4. The affiliate may, with the prior approval of the Executive Board, use the Pride seal or logo for promotional purposes. Any publications that utilize PSU paper supplies must prominently display the PSU seal.

E. Renewal or Loss of Membership

1. Membership Renewal

In order to maintain affiliate membership, each organization must sign a memorandum of understanding at the beginning of the fall semester or when a new affiliate Director/President is chosen during the academic year.

2. Revoked Membership

A revoked membership constitutes any affiliate member who is no longer in good standing and has failed to comply with PSU Affiliated requirements stated in Chapter 1009.3, Section A and Section B.1-2. A three-strike system will be implemented with the following course of action.

- a. After the first infraction: verbal warning with supporting documentation of warning to either PSU or the PSU Advisor.
- b. After the second infraction: written notice and meeting with the PSU Director and Assistant Director.
- c. After the third infraction: meeting with the PSU Director, Assistant Director, PSU Advisor, Affiliate President and Affiliate Advisor. If another infraction is committed, the organization will be revoked of its affiliate membership.

3. Organizational Resignation

The affiliate member no longer wishing to be affiliated with the PSU must submit a letter to the Assistant Director with any relevant information as well as schedule an exit interview with the Director, Assistant Director and the PSU Advisor.

4. Reinstatement of Membership

If an affiliate member has resigned or has been revoked, the member must meet the qualifications stated in Chapter 1009.3, Section A and Section B.1-2. If approved, the RSO in question will remain on probation for a full semester thereafter.

A. Executive Board Meetings

1. The Executive Board shall meet at least twice a month during the

academic year.

2. No official action may be taken by the Executive Board unless a quorum, half of all active voting members, is present.
3. The Executive Director shall preside over all meetings.
4. The Assistant Director shall preside over all meetings in the absence of the Director.
5. The Secretary shall take minutes during every board meeting. A file containing the minutes of all past meetings shall be maintained.

B. Affiliated Organization Meetings

1. The Presidents/Directors of every affiliate organization, or their designees, shall meet once per ~~month~~ semester.
2. The Assistant Director, or the appointed representative, shall preside over all affiliate meetings.
3. The meeting's minutes must be recorded by the Assistant Director, or the appointed representative and submitted to the Executive Board Secretary within three (3) business days.

1009.5 Executive Board Positions Subject to Senate Confirmation

A. The Executive Director

1. Selection and Term of Office
  - a. The Executive Director of PSU shall be identified as the "Director" for the purposes outlined in Chapter 1000.
  - b. The Executive Director shall be appointed by the method outlined in Title III Chapter 1009.2 (C) 4.
  - c. The Executive Director's term of office shall take effect one week after appointment, and after the end of one (1) week, the confirmation of the new director the following year and shall begin on the final day of the spring semester and last for one calendar year, notwithstanding extensions as may be required by the Student Body Constitution.
  - d. Immediately after appointment, there is to be no less than one week of transitional training before the summer term

and must conclude by the end of the spring semester with the current Executive Director.

2. Powers and Duties

- a. The Executive Director shall be responsible for the efficient and effective operation of the PSU office, projects and programs.
- b. The Executive Director shall carry out the administrative decisions of the Executive Board which are not expressly delegated to another Officer.
- c. The Executive Director shall have the authority to appoint and remove all PSU volunteer members except those volunteers whose sole function is within the operational parameters of the Resource Center, after consultation with the PSU Advisor.
- d. The Executive Director shall ensure that minutes are taken at all Board meetings, and that a copy of the minutes are available to the Student Body President upon request. In addition, a file containing the minutes of all past meetings shall be maintained and made available upon request of any member of the Student Body.
- e. The Executive Director shall perform all other duties and responsibilities as may be required by law.
- f. In cases requiring expedient decision-making, the Executive Director may issue executive decisions as long as they do not violate Chapter 1009.2 D.

B. The Center Director

1. Selection and Term of Office

- a. The Center Director of the PSU shall be appointed by the method outlined in Chapter 1009.2 C (5).
- b. The Center Director's term of office shall begin on the final day of the Spring semester and shall remain in effect for one year.
- c. Immediately after appointment, there is to be no less than one week of transitional training before the summer semester and must conclude by the end of the spring semester with the current Center Director.

2. Powers and Duties

- a. The Center Director shall be responsible for the efficient and effective operation of the Pride Student Union LGBTQ+ Resource Center as well as directly related projects and programs.
- b. The Center Director shall carry out the administrative decisions of the Executive Board regarding the Pride Student Union LGBTQ+ Resource Center.

3. The Center Director shall have the authority to appoint and remove all Resource Center volunteers. All removals are subject to consultation with the Executive Director.
4. The Center Director shall perform all other duties and responsibilities as may be required of them by law.
5. The Center Director shall train and manage the Resource Center volunteers.
6. The Center Director shall conduct at least one volunteer training session per semester.

C. The Assistant Director

1. Selection and Term of Office

- a. The Assistant Director shall be appointed through the method outlined Chapter 1009.2 C (5).
- b. The Assistant Director's term of office shall begin on the final day of the spring semester and last for one calendar year.
- c. Immediately after appointment, there is to be no less than one week of transitional training before the summer semester and must conclude by the end of the spring semester with the current Assistant Director.

2. Powers and Duties

- a. The Assistant Director shall assume the duties of either the Executive Director or the Center Director in their absence.
- b. In the event of a permanent vacancy of the positions of Executive or Center Director, the Assistant Director shall be appointed as their replacement.
- c. Assist the Director with the agency's daily operation.
- d. Update the Executive Board with any new information and changes concerning PSU-related activities, functions and meetings.
- e. Sign official documents along with the Director as required in their respective capacity.
- f. The Assistant Director shall preside over the ~~monthly~~ semesterly meetings of the Directors/Presidents of Pride's Affiliated Organizations.
- g. The Assistant Director shall oversee the Pride Fellowship Program.

D. The Treasurer

1. Selection and Term of Office

- a. The Treasurer of the PSU shall be appointed by the method outlined in Chapter 1009.2 (C) 5.
- b. The Treasurer's term of office shall begin on the final day of the spring semester and last for one calendar year.
- c. Immediately after appointment, there is to be no less than one week of transitional training before the summer semester and must conclude by the end of the spring semester with the current Treasurer.

2. Powers and Duties

- a. Maintain all records and papers regarding the financial affairs of the PSU.
- b. Monitor and report the financial status of the PSU to the Executive Board at every meeting.
- c. Develop an operating budget for each semester.
- d. Execute and be responsible for submitting, in a timely manner, all budget requests and be fiscally accountable.
- e. Present the annual budget and sweepings requests to the appropriate committee of the Student Senate.

1009.6. Removal from Office

A. Removals

- 1. Senate confirmed board members are subject to either method of removal stated in Chapter 405.
- 2. Removal of Board Members Not Subject to Senate Confirmation
  - a. The Executive Director, with-consultation of the Staff or Administrative Advisor, may dismiss any Board Member who was not subject to senate confirmation.
  - b. The Executive Director must be able to demonstrate just cause for the Executive Board Member's removal, and may be required to do so at the request of the Executive Board.
    - i. "Just Cause" is defined as a pattern of malfeasance, misfeasance, or nonfeasance; consistent with chapter 405.3(D).
  - c. Should a three-fourths ( $\frac{3}{4}$ ) majority of the Executive Board

disagree with the Executive Director's determination of just cause for dismissal, the Executive Board may vote to overrule the Director and reinstate the Executive Board Member.

- i. Neither the Executive Director, nor the Executive Board Member in question may be present for the vote described above.

B. Resignations

1. The resigning Executive Board Member must submit a resignation to the Director at least two (2) weeks in advance, along with any relevant information in the form of a letter.
2. One (1) week prior to the officer's final day, the officer shall submit all documents pertaining to their position and shall facilitate a proper transition for the new officer.

1009.9 Vacancies and Leave of Absences

A. Board Members Vacancies

1. Vacancies on the Executive Board, that occur before the beginning of the spring semester, must be filled by the original process outlined in Chapter 1009.2, Section C, and the person filling the vacancy shall serve the remainder of the term of office.
2. If a vacancy occurs after the beginning of the spring semester, the Executive Director, with the consent of the Executive Board, may directly nominate any individual to fill the vacancy without releasing a public application. After nomination, the appointment procedures will proceed as outlined in Chapter 1009.2, Section C.

B. Executive Director Vacancies

In the event that the position of Executive Director is vacated, the Assistant Director shall assume the position of Executive Director, as outlined in Chapter 304.7.

C. Leaves of Absence

1. All Board positions that are subject to Student Senate confirmation (Executive Director, Assistant Director, Center Director, and Treasurer) are also subject to the requirements of Chapter 1000.4 (J) and Chapter 308.



2. Board positions that are not subject to Student Senate confirmation may take leaves of absence, with the permission of the Executive Director, of up to fourteen days (14) days without requiring an interim replacement.

1009.8 University and SGA Compliance

A. Fiscal Responsibility

1. For the protection of the organization and its officers it is required that two authorized signatures are needed for all purchase requests.
2. Only the Director, Assistant Director, and/or Treasurer can be signers on the organization's account.
3. Organizational funds may be spent on items such as office supplies, events/activities, publicity, travel expenses, conference fees, etc., but will not be used for anything illegal under University, local, state and federal laws.

B. Advertising

1. All advertisements of the organization must comply with the University Posting Policy (<http://posting.fsu.edu>).
2. The Director and Assistant Director must approve all publications, shirts, flyers, etc., prior to duplication and distribution.