

Central Student Government Compiled Code



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Article I

General Provisions

- A. Title and Purpose.** This Compiled Code of the Central Student Government, also referred to as the Compiled Code, enacted pursuant to Article II, Section 2, of the Constitution of the University of Michigan Ann Arbor Campus Student Body, contains all regulations, excluding provisions of the Operating Procedures, currently and permanently affecting the central student government.
- B. Definitions.** As used in this Compiled Code, the following terms shall have meaning as defined in this section.
1. “Constitution” shall mean the Constitution of the University of Michigan Ann Arbor Campus Student Body.
 2. “Central Student Government” or “CSG” shall mean the central student government of the University of Michigan established by the Constitution.
 3. “University” or “Campus” shall mean the University of Michigan Ann Arbor campus.
 4. “Student Organization” shall mean a student organization recognized as such by the University’s Center of Campus Involvement.
 5. “Member” means an individual with parliamentary rights on the Assembly as per the Assembly’s Operating Procedures.
 6. “Sitting Member” means a Representative or ex-officio Representative of the Assembly.
 7. “Assembly” shall mean the Student Assembly defined in Article II, Section 2 of the Constitution.
 8. “Central Student Judiciary” or “CSJ” shall mean the student judicial body of the University established by the Constitution.
 9. “Compiled Code” or “Code” shall mean this document.
 10. “Student” shall mean a person enrolled at the University, or a person enrolled in the University during the previous full term who is eligible to be enrolled in the next subsequent fall term.
- C. Conflict of Law**
1. Any ambiguity between the Code and Constitution shall be resolved to give full effect to the Constitution.
 2. Any ambiguity between the Code and current or pending CSG legislation shall be resolved to give full effect to the Code.
- D. Student Organization Registration Provisions.**
1. Central Student Government is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in its membership or activities unless permitted by University policy for gender-specific organizations.
 2. Upon joining the organization, all members agree not to undermine the purpose or mission of Central Student Government.

Article II Legislative

A. The Assembly

1. Composition:

- a. Seat Apportionment.** Describes the method and manner in which seats shall be apportioned among schools and divided between terms.

- i. Unit Apportionment.**

- a.** Only "constituent degree-granting units" (i.e. any school, college, or academic division located at the Ann Arbor campus of the University of Michigan that is also authorized to recommend to the board of Regents the granting of degrees as specified in Chapter IX and Chapter XI of the Bylaws of the Board of Regents) shall receive seats on the Assembly. Students in non-granting units shall be represented by the school that authorizes their degree (their constituent degree-granting unit).
 - b.** Each degree-granting unit shall receive at least one representative on the Assembly. The remainder of the 45 elected voting representatives shall be apportioned using the Huntington-Hill method based on each unit's enrollment.
 - c.** The most currently available fall and winter term enrollment data will be averaged for determining enrollment. The data comes from the Office of the Registrar's Term Enrollment and Credit Hour Reports; specifically, the "102-Enrollment by Unit, Gender, Class level" report.
 - d.** The apportionment process shall take place during the winter semester prior to the commencement of March elections.
 - e.** Seats shall be apportioned according to the total number of students listed in the report for each unit excluding graduate students that receive their degrees from Rackham. Rackham seats shall be apportioned according to the total number of graduate students that receive their degrees from that school.

- ii. Term Length for Apportioned Seats.**

- a.** All apportioned seats shall be up for election for a full-term in the March election.
 - b.** Any seats that are vacant, held by appointment, or held by students who are no longer enrolled in the schools to which the seats are apportioned shall be up for election as half-term seats in the November election.

- b. Ex-officio Members.**

- i. Ex-officio Representatives.** Per the Constitution, shall be five ex-officio representatives of the Assembly: one first-year undergraduate students, one first-year graduate student, one non-traditional student, one international student, and one transfer student.

- a. **Selection.** The President shall nominate qualified candidates for the ex-officio representatives seats. The Assembly may confirm such candidates with a simple majority vote.
 - ii. **Other Ex-officio Members.** The President, Vice-President, Treasurer, and Student General Counsel shall be ex-officio members of the Assembly. The Assembly may grant other executive officials ex-officio status by a simple majority vote.
 - c. **Vacant Seats.**
 - i. **Voting Representatives.** Should an Assembly seat become vacant by resignation or removal, the Chair of the Rules Committee shall inform the student government of the constituency represented of the vacancy. That student government shall appoint a new representative to fill the seat. The constituency student government shall have one week to respond to the notification and three weeks to fill the seat. If they do not respond, or do not fill the seat, within the allotted time periods, the President shall have the power to nominate a student from that school or college to fill it, with the consent of the Assembly by a simple majority vote. An appointed representative shall serve until the next scheduled election, at which time the voters of that constituency shall fill the seat by election.
 - ii. **Ex-Officio Representatives.** If an ex-officio seat becomes vacant, the Speaker of the Assembly and President shall begin a new search for a replacement.
2. **Committees.** To enable effective execution of the CSG's role, the Assembly should establish at minimum the following committees:
- i. **Rules.** If the Assembly establishes a Rules Committee, it may establish procedures by which this Committee suggests minor and insubstantial clerical amendments to the governing documents and to resolutions passed in the ongoing legislative session.
 - ii. **Finance.** If the Assembly establishes a Finance Committee, it may establish procedures by which this Committee: assists the Treasurer, and acts autonomously, to prepare Budgets of the Central Student Government; makes recommendations for budget amendments; and selects a designated member to serve on SOFC leadership.
 - iii. **Ethics.** If the Assembly establishes an Ethics Committee, it may establish procedures by which this Committee: investigates delinquency, corruption, or other derelictions, and rules violations implicating any individuals involved in CSG operations; obtains documents related to any program of CSG by an internal subpoena; and recommends to the Assembly such measures as it deems appropriate in response to any investigative findings.
3. **Meetings.**
- a. **Regular Meetings.** The Assembly shall meet at 7:30 PM every Tuesday during the Fall and Winter semesters. The Assembly shall not meet during exam and vacation periods. If the regular Assembly meeting should fall on the date of a

U.S. presidential or Michigan gubernatorial election, the Assembly shall meet at 7:30 PM on the Monday preceding the election.

- b. **Special Meetings.** The President may call special meetings of the Assembly, providing at least 24 hours notice to the Assembly. A special meeting may be called by a petition signed by one-third of the Representatives of the Assembly.
 - c. **Quorum.** Pursuant to Article II, Section 4 of the Constitution, a simple majority of Representatives duly elected or appointed to serve in the Assembly shall constitute a quorum to do business
 - d. **First Assembly Meetings.** When an Assembly convenes for the first time in a Legislative Session, the Assembly is called to order by the Chief Justice of the Central Student Judiciary. Upon establishment of a quorum by roll call, the Assembly first resolves any ties in CSG elections and then elects its Speaker.
- 4. **Legislation.** Pursuant to the Constitution, the Assembly may consider legislation in the form of Amendments to the Constitution; legislation from Initiatives or Referendums; or Resolutions.
 - a. **Constitutional Amendments.** Constitutional Amendments must provide the textual changes that they would make to the Constitution and a brief but comprehensive summary of these changes. Constitutional Amendments must pass by a two-thirds majority vote of the Assembly, and then also by a simple majority vote of Assembly delegations by degree-granting unit. Upon passage of both votes, the Student General Counsel provides the Amendment to the sitting or next-appointed University Elections Commission, who arranges an election of the full student body upon its adoption to be held concurrently with the next Fall or Winter election.
 - b. **Initiatives and Referendums.** The Assembly considers business resulting from valid initiatives or referendums with sufficient signatures, as determined by the Elections Director or Student General Counsel in accordance with Article VI, Section G of this Code. Legislation that is the subject of an initiative or referendum is passed or repealed by a simple majority vote of the Assembly. Any initiative or referendum that is unsuccessful in such a vote of the Assembly proceeds to election by the full student body as per Article VI, Section G.
 - c. **Resolutions.**
 - i. Resolutions are the principal form of Assembly legislative business. Resolutions must provide a rationale for the actions they propose and a concise description of those actions. Resolutions must be introduced by one or more Assembly representatives, or placed before the Assembly by the University Council. Resolutions from the University Council must not be amended by the Assembly.
 - ii. Resolutions must be classified by the Speaker as one or more of the following:
 - a. **Declarative Resolutions** express and/or promote an opinion or stance of the Assembly, which is understood to extend for the duration of the current Legislative Session.
 - b. **Procedural Resolutions** create or modify rules, and may modify either this Compiled Code or the Operating Procedures of the Assembly. Rules that are created separately from these

documents have effect only until the end of the current Legislative Session. A Procedural resolution must be read twice on separate days before being voted upon.

- c. **Appropriations Resolutions** allocate or redistribute money to or from any CSG account(s).
- d. **Directive Resolutions** authorize and/or obligate a specific action or series of actions by one or more individuals or entities of CSG not falling within the scope of Procedural or Appropriations Resolutions.

iii. **Legislative Process.** Unless submitted by the University Council a resolution must first be submitted by the author(s) to the Speaker as a draft and referred by the Speaker to an Assembly committee. Upon referral, the draft becomes a resolution eligible for Assembly consideration. All resolutions require a simple majority vote to pass, and after passage by the Assembly follow the process provided in Article II, Section 5 of the Constitution.

- 5. **Nominations and Appointments.** The Assembly may establish rules and procedures to determine whether a nomination has been validly submitted; and may provide for temporary appointment of any nominee during its evaluation, which must have a specified duration.
- 6. **Orientation for Representatives-Elect.** Upon election, all representatives-elect shall be required to attend a representative orientation prior to the seating of the new Assembly. The date of such orientation shall be determined at the beginning of the election period, and candidates shall be notified of the orientation both at the candidates meeting and with the publication of the unofficial results of the election. This orientation shall be held by the outgoing Speaker of the Assembly, and shall be considered a duty of that office. The Assembly shall outline consequences for failure to attend in the Operating Procedures of the Assembly.

B. Transparency in Government Provision.

- 1. The Speaker shall ensure the Assembly Minutes, as defined by the Operating Procedures of the Assembly, shall be made available to the public on the CSG website in a timely manner. Likewise, the Vice-President shall ensure the minutes from University Council meeting are made available to the public in a timely manner.
- 2. The Vice Speaker of the Assembly shall ensure that the contact information (full name, e-mail, and school) for each Assembly Representative are posted on the CSG website within two weeks from the date that the Vice Speaker assumes office. The Vice President shall similarly be responsible for members of the University Council.

C. University Council

1. Composition.

- a. **Council Members.** The Council shall consist of one counselor for each school/college student government and the Resident's Hall Association and the Vice President. The counselors shall be the leader of the student government/association or a person designated by the leader. The Vice-President shall serve as the Chair of the Council and may only vote to break a tie.

- b. Ex-officio Members.** The Council shall create guidelines by which student organizations can obtain an ex-officio seat on the Council.
 - c. Vacant Seats.** Should a Council seat become vacant by resignation or removal, the Vice-President shall inform the proper school/university student government.
- 2. Meetings.**
 - a. Regular Meetings.** The Council shall regularly meeting once every two weeks during the school year
 - b. Special Meetings.** The Vice President may call meetings of the University Council upon providing at least 48 hours to the Council.

D. Legislative Sessions

- 1. Numbering Convention.** The Assembly and University Council shall organize themselves in to Legislative Sessions that shall begin with the *sine die* adjournment of an Assembly and the certification of representative elections. Each legislative session shall be numbered sequentially, with the First Legislative Session beginning April 4, 2011. Each session shall expire at the swearing in of the next President or with its *sine die* adjournment.
- 2. Representative Terms.** The term of an elected representative of the Assembly shall follow Legislative Sessions. Appointed representatives shall serve until the next regular election.

E. Training Requirements.

- 1. Identity-based training.** Each Fall semester, the Speaker of the Assembly organizes an identity-based training to be attended by all Sitting Members. This training must be held by no later than the 6th regular Assembly meeting of the Legislative Session, subject to availability of facilitators; and must last at least 1 hour. It should be scheduled according to the greatest availability of the Sitting members, but must not be held during an Assembly meeting.
- 2. Bystander Intervention Training.** Each Sitting Member must attend a SOFC Bystander Intervention Training by the end of the 6th regular Assembly meeting of the Winter semester.
- 3. Failure to Attend.** Failure by a Sitting Member to attend one of these trainings in the prescribed manner counts as one absence per missed training. The Speaker may excuse absences in the same manner as they are excused for regular Assembly meetings.

F. Summer Assembly

- 1. Description.** During the Spring and Summer terms of the University, the legislative operations of CSG are condensed into and operate as the Summer Assembly.
- 2. Composition.** The Summer Assembly comprises any voting Assembly Representatives who wish to attend. The Speaker of the Assembly or their designee serves as the Chair of the Summer Assembly.
- 3. Jurisdiction.** The Summer Assembly should only consider and pass legislation related to the Summer Budget as defined in Article V of this Code. The Summer Assembly has the authority to disburse funds from the Legislative Discretionary Account to student organizations.

4. Structure and Procedural Guidelines

- a. The Chair need not remain impartial, and may participate in deliberation and voting at their discretion. The Summer Assembly has a quorum of two Representatives.
- b. The Summer Assembly must keep a record of its open session proceedings. Attendance must be taken at the beginning and end of each Summer Assembly meeting and included in the record. The Chair must send the record, including funding decisions, to all Representatives and the President after each meeting.
- c. The Summer Assembly meets every other week for the duration of the Spring and Summer terms unless the Chair deems it appropriate to end the Summer Assembly. The Chair may call the Summer Assembly back into session as necessary with 24-hour notice. Meeting times and locations are determined by the Chair, who must attempt to include as many Representatives who wish to participate as is feasible. Meetings may be held by video conference.
- d. Meetings operate under the rules contained in the current edition of Robert's Rules of Order Newly Revised in all cases to which they are applicable and in which they are not inconsistent with the Constitution or the Compiled Code.

5. Agenda. The Agenda for meetings of the Summer Assembly may have the following form:

- I. Call to Order
 - II. Opening Roll Call
 - III. Approval of Agenda
 - IV. Resolutions
 - V. Funding Presentations
 - VI. Closed Session Deliberations
 - VII. Announcements and Matters Arising
 - VIII. Closing Roll Call
 - IX. Adjournment
- a. **Resolutions.** During this order of business, the Summer Assembly considers all resolutions within its jurisdiction.
 - b. **Funding Presentations.** Each student organization requesting funding should present their request in a ten-minute allotment. This time limit may be extended by a simple majority vote.
 - c. **Closed Session Deliberations and Awards.** After hearing all funding requests, the Summer Assembly may convene in a closed session to decide the amount of funding awarded to each organization. Closed session deliberations are not included in the record of the Summer Assembly.

Article III Executive

A. The Executive Officials

1. The President

- a. **Executive Power Vested in the President.** The President shall oversee and coordinate all CSG activities and be the chief spokesperson for CSG unless otherwise specified in the Code or Constitution.
- b. **Executive Commissions.** The President may appoint Executive Commissions to study issues on campus, publish reports concerning issues under purview, recommend to the Executive Committee such measures as they deem appropriate, and work on campaigns, initiatives, and projects within the vision of the CSG Executive.
- c. **Appointment powers.** As per Article III of the Constitution, the President may appoint students to serve in the roles listed in this subsection, as well as Commission chairs and on University-wide committees. These appointments are made with the advice and consent of the Assembly, by a simple majority vote. The President may recall appointees to University-wide committees, with removal by a two-thirds majority vote of the Assembly. The President may remove Commission chairs with the written permission of three other Executive officials.
- d. **Convening the Legislature.** The President may call into session the Assembly or the University Council at their own discretion, providing at least a 24 hours notice to the body being called.
- e. **Non-voting Member of the Assembly.** The President shall serve as a non-voting ex-officio member of the Assembly.
- f. **Recommend Measures to the Assembly.** The President may, jointly or severally with the Vice President, recommend to the Assembly for its consideration such measures as they shall deem appropriate.
- g. **Reports.**
 - i. **State of the Students.** Within the first month of the fall and winter semesters, the President shall submit to the Assembly and to the students at large a report of the state of the CSG and of the student body.
 - ii. **Transition.** Before the end of their term, the outgoing President shall prepare a report for their successor to facilitate the transition between administrations.
 - iii. **Regents.** The President shall make any reports to the University of Michigan Board of Regents available to the Assembly and the students at large on the CSG website before their presentation to the Regents.

2. Vice President

- a. **Chairs the University Council.** The Vice President shall serve as the Chair of the University Council, but shall have no vote, unless the Council shall be equally divided.

- b. Non-voting Member of the Assembly.** The Vice President shall serve as a non-voting ex-officio member of the Assembly and of any Assembly committee they shall elect.
 - c. Recommend Measures to the Assembly.** The Vice President may jointly or severally with the President, recommend to the Assembly such measures as they shall deem appropriate.
- 3. Treasurer.** The Treasurer shall be the chief financial officer of CSG. The Treasurer shall be an authorized signer on all CSG account and therefore must be bonded. The Treasurer shall disburse funds appropriated by the Assembly as provided for in the Constitution and in the Compiled Code, and shall create, publish, and maintain a manual to guide student organizations in pursuing budget allocations. The Treasurer prepares Financial Status Reports pursuant to Article V Section E of the Compiled Code. The Treasurer shall also assist the legislature in drafting a proposed annual budget for the Central Student Government and present it to the Assembly for a vote. The Treasurer shall serve as a non-voting ex-officio member of the Assembly.
- 4. Student General Counsel.** The Student General Counsel shall be the chief representative of the Central Student Government in matters before student judiciaries. For the purpose of upholding the Constitution and the Compiled Code, the Student General Counsel shall have standing for all cases submitted the Central Student Judiciary. The Student General Counsel shall advise the Executive and the Legislature on the interpretation of the Constitution and the Compiled Code and may serve as a non-voting ex-officio member of the Assembly. The Student General Counsel shall be charged with determining apportionment each winter and shall oversee the University Elections Commission, Special Prosecutor, and the Elections Director as specified in Article VI Section B of the Compiled Code.
- 5. Other Executive Officials:** The President may appoint other Executive Officials, including but not limited to the positions listed below in this section, for the purposes of fulfilling the needs of the Executive Branch. Executive Officials are defined as any individuals in the Executive Branch that might, in the course of fulfilling their duties, act as representatives of the President, Vice President, Executive Branch, or CSG. Any nomination for such a position is confirmed with the advice and consent of the Assembly, by a simple majority vote. The Assembly may confer ex officio membership to any Executive Official and/or may also approve any Executive Official as an authorized signer, each by a simple majority vote.
 - a. Chief of Staff.** The Chief of Staff shall oversee attendance and procedural policies at meetings of the Executive Committee and executive commission meetings. The Chief of Staff shall solicit and receive reports of the various organs of government, maintain and publish executive records, and ensure collaboration among the various executive commissions
 - b. Chief Programming Officer.** The Chief Programming Officer shall serve as principal advisor to the President on matters of student programing, assist executive commissions in the long-range planning and execution of their mandate, and supervise the communications of the Central Student Government.
 - c. Communications Director.** The Communications Director shall serve as the principal executive official charged with facilitating communication between CSG and the student body. The director shall publicize CSG actions and activities and advertise CSG services to students.

B. The Executive Committee.

1. The Executive Committee shall be comprised of the President, Vice President, Treasurer, Student General Counsel, the Speaker of the Assembly, and any other executive official the president may designate.
2. The Executive Committee shall serve as the chief advisory committee for the President and Vice-President.
3. The President may call the Executive Committee into session at any time, and shall serve as its chair in session.

C. Executive Commissions.**1. Formation and length of term.**

- a. The President may appoint executive commissions. The creation of a Commission and its purpose, scope, and functions must be stated in a written report to the Assembly. The Vice President shall ensure such information is posted on the CSG website within two weeks of the creation of the commission.
- b. A Commission shall serve concurrently with the appointing president's term at the President's discretion.

2. **Powers and Functions.** Executive Commissions are appointed to study issues on campus, publish reports concerning issues under such purview, and recommend to the Executive Branch such measures as they shall deem appropriate. Commissions shall have the power to assist in or lead the implementation of such measures as prescribed by the Executive Branch.

3. **Composition.** Unless otherwise specified in the creation of the commission, any student, faculty member, or staff member of the University may serve on any CSG commission.

4. Leadership

- a. **Commission Chairs.** The President shall, with the consent of a simple majority vote of the Assembly, appoint Commission Chairs, who shall be considered Central Student Government officials. The President may remove a Commission chair with the written concurrence of three other executive officers.
- b. **Other Commission Officers.** Members of the Commission may elect from among their number any other officers they deem expedient.

5. **Reports.** The chair of each executive Commission or their designee must submit a written report to the Assembly, enumerating their Commission's actions since the previous report, each month the Assembly is in session. Such reports may be delivered verbally to the Assembly in a single report by the President or their designee at the Assembly meeting immediately following submission. Each Commission Chair is responsible for ensuring their reports are posted on the CSG website.

6. **Permanent Commissions.** The following Commissions are permanent commissions of the CSG Executive Branch and exist each year without recurring authorization by executive order. Conflicts between definitions and provisions herein and any other section of this Code are resolved in favor of these definitions and provisions.

- a. **Sexual Misconduct Prevention and Survivor Empowerment Commission.** This Commission addresses sexual misconduct on campus and organizes activities and events which empower survivors of such misconduct. This Commission must be provided a budget of between \$6,000 and \$8,000 each

semester. Expenditures of this Commission's funds must be approved by a simple majority of a steering group consisting of the President, the Vice President, the Treasurer, the BIT Liaison, and three other sitting members of the Assembly elected to the steering group by the Assembly according to the Operating Procedures of the Assembly.

- D. The Cabinet.** The Cabinet shall be comprised of the Executive Committee, the Commission Chairs, and the Chair of the Student Organization Funding Commission (SOFC). The President may call the Cabinet into session at any time, and shall serve as its chair in session.
- E. Transparency in Government Provision.** The Vice President shall ensure that the contact information (full name, e-mail address, and school) for each Executive Officials is posted on the CSG website within two weeks from the date that each assumes office.

Article IV Judiciary

A. Central Student Judiciary

1. **Supremacy Clause.** This section is superseded by the Constitution, but supersedes all other sections of the Compiled Code and all other CSG legislation with respect to judiciaries and judicial proceedings.
2. **Central Student Judiciary.** CSJ has primary responsibility for enforcing the Constitution and for adjudicating disputes arising out of the Constitution, Compiled Code, and other legislation enacted pursuant to the Constitution.
3. **Jurisdiction.** CSJ may hear appeals from inferior courts, challenges under this Constitution and the Compiled Code, Central Student Government elections, and any other case they deem appropriate.
4. **CSJ Structure and Membership.** See also Article IV of the Constitution.
 - a. **Officers.** The officers of CSJ shall be elected from among the justices of CSJ following appointment of new members each term, including at minimum a Chief Justice, Associate Chief Justice, and Administrative Justice. The Associate Chief Justice shall serve as Acting Chief Justice if the Chief Justice is unable to perform a duty required of the office. If both the Chief Justice and the Associate Chief Justice are unable to perform the duties required of the Chief Justice, CSJ shall elect an Acting Chief Justice from the other justices to serve until either the Chief Justice or Associate Chief Justice is able to serve or until the next election of officers.
 - b. **Overlapping Membership Permitted.** Except where specifically provided for elsewhere in this section, courts of CSJ may have partially or completely overlapping memberships.
 - c. **Conflicts of Interest.** If an action raises a conflict of interest for a justice of CSJ, they may not hear the action, either in CSJ's original jurisdiction or appeal. No justice of CSJ, including the Chief Justice, who heard an action at trial, may hear an appeal on the action.
 - d. **Vacancies.** The Chief Justice may fill any vacancies in any CSJ court from the membership of CSJ as necessary.
5. **CSJ Procedures.** This section, along with the CSJ Manual of Procedure, will form the Manual of Procedure mandated by the Constitution. The CSJ Manual of Procedure shall govern all judicial proceedings before any court of CSJ.
6. **CSJ Courts.**
 - a. **General Hearing Courts.** General Hearing Courts have original jurisdiction in each action within the jurisdiction of CSJ. A new General Hearing Court is created each time a case arises and serves until the case is disposed. The General Hearing Court consists of three CSJ justices, one of whom will be the Presiding Justice of the court. The Chief Justice of CSJ appoints justices of the General Hearing Court and designates the Presiding Justice. The Chief Justice may serve on the court and may designate them Presiding Justice.
 - b. **Appellate Courts.** Appellate Courts have appellate jurisdiction in each action within the jurisdiction of CSJ. A new Appellate Court is appointed by the Chief

Justice of CSJ each time a case arises, and serves until disposition of the case. The Appellate Court consists of all justices of CSJ who are not disqualified or unable to serve for other reasons and in no case less than three justices. One of the justices shall be designated as the Presiding Justice on the court. If the Chief Justice of CSJ serves on the court, they can serve as the Presiding Justice.

7. Transparency in Government Provision.

- a. Within forty-eight hours of the issuance by the Central Student Judiciary of any final opinion, order, petition, motion, amendment, or other such documents or decision, the Administrative Justice shall ensure all documents are published on the CSG website.
- b. The Associate Chief Justice shall ensure that the contact information (full name, e-mail address, and school) and official roles for each Justice are posted on the CSG website within two weeks from the date that each assumes their roles.

B. Courts of Original Jurisdiction

- 1. Election Court.** The Election Court is a panel of CSJ with original jurisdiction for all cases arising from alleged violations of rules in Article VI.

- a. **Composition.** The Election Court comprises at least three and at most half of the active membership of CSJ, including the Chief Justice when applicable. Justices of CSJ are assigned to serve on the Election Court by the CSJ Chief Justice.
 - i. **Chair.** The Chief Justice designates an individual from among the other justices of the Election Court to chair the hearings of the Election Court. The chair may participate in hearings, but must not vote or participate in the deliberation or writing of decisions. They must vote in order to break a tie on a decision and may participate in the writing of such a decision.
 - ii. **Secretary.** The Election Court must elect, by a simple majority vote of its members, a Secretary from amongst its members.
 - a. All public Election Court proceedings are recorded in full in audio format by the Secretary, who must maintain them and provide them upon request until the conclusion of all election-related litigation.
 - b. The Secretary ensures that all Election Court opinions are made publicly available on the CSG website.
- b. **Term Length.** Election Court members serve until the conclusion of all litigation arising from the first election after their appointment. CSJ justices must not serve on more than two consecutive Election Courts.
- c. **Quorum.** A simple majority of Election Court members constitutes a quorum to conduct official business.
- d. **Attendance and Participation.** Only Election Court members present for the hearing of a case are permitted to participate in the deliberation, voting, and writing of decisions on that case. Members of the Election Court must not participate in cases in the CSJ arising from cases heard before the Election Court.
- e. **Advisory Opinions.** The Election Court may, of their own accord or in response to queries, issue advisory opinions interpreting Article VI. These opinions are persuasive until the conclusion of the following election.

f. Election Complaints**i. Requirements of a Complaint**

- a. Standing.** Any University student, faculty member, staff member, or alumnus, with the exception of the Elections Director, Deputy Elections Director, and members of the Election Court and the CSJ, may file a complaint with the Election Court alleging a violation of the Elections Code.
- b. Timing.** Complaints pertaining to an election may only be filed before the close of voting in that election except by the Special Prosecutor, who may file such complaints until it is certified.
- c. Respondent(s).** Complaints must identify the Respondent(s) alleged to have violated the Elections Code.
- d. Violation.** Complaints must identify the rule(s) which the Respondent(s) are alleged to have violated.

ii. Procedures of a Complaint

- a. Identification of the Petitioner.** The individual filing the complaint becomes its Petitioner.
- b. Receipt.** Upon receipt of a complaint, the Chair of the Election Court delivers copies of it to each Respondent and to the other members of the Election Court.
- c. Withdrawal.** The Petitioner may withdraw a complaint from consideration by the Election Court at any time. Upon withdrawal, the complaint is canceled, and further action must not be taken on it. A complaint that has been withdrawn should not be considered in substantially similar form from the same complainant.
- d. Burden of Proof.** In evaluating a complaint, the Election Court and the CSJ must assume that the allegations set forth in the complaint are not true. The Petitioner must demonstrate them to be true with clear and convincing evidence. If an Election Court decision is appealed to the CSJ, findings of fact are reviewed using a *clearly erroneous* standard and other findings are reviewed *de novo*.
- e. Appeals.** The Respondent and/or Petitioner may appeal a decision or non-decision of the Election Court to the CSJ within 24 hours of its delivery.

iii. Hearing Procedures

- a. Pre-Trial Judgment.** Within 48 hours of receipt of a complaint, the Election Court must deliver a Pre-Trial Judgement, deciding whether, in the light most favorable to the Petitioner, the Petitioner's provided evidence would be sufficient for the Election Court to issue demerits.
 - i.** If the unanimous decision is that it would, or if the

Election Court is divided at the deadline, or if the Respondent indicates at any time that they do not wish to receive a Pre-Trial Judgment, the Hearing process commences.

- ii. If the unanimous decision is that it would not, the Election Court should dismiss the case *sua sponte*. This dismissal is appealable to the CSJ.

b. Hearing Process. When the Hearing Process begins, the Chair of the Election Court must inform the Petitioner(s) and Respondent(s). Each Respondent may file a written Respondent's Brief to the Election Court within 24 hours of notification that a complaint will proceed to the Hearing Process. Upon receipt of this Respondent's Brief or at the expiration of 24 hours after notifying Petitioner(s) and Respondent(s), the Election Court must schedule a hearing to be held within 24 hours.

- i. **Timing.** The Petitioner and Respondent must each be allowed thirty minutes to speak during the hearing, divided at their discretion between an opening statement, presentation of their case, and a closing argument. Opening statements are limited to at most five minutes, and closing statements to at most 10 minutes. Petitioner must take all three argument portions before Respondent. The total time allotted is extendable by a majority vote of the Election Court, but all time extensions must apply equally to both Petitioner and Respondent.

c. Election Court Decision. After the hearing on a case or upon a *sua sponte* dismissal decision, The Election Court will convene in closed session to decide the case and prepare the decision. The decision of the Election Court must be written and must be delivered to the Petitioner and the Respondent within 24 hours of the hearing or dismissal.

- i. **No Decision.** Failure of the Election Court to reach a decision, or to deliver a written opinion, within 24 hours of the hearing is considered to be a finding of no violation, and the complaint must not be further pursued by the Election Court.

Article V Finance

A. Definitions and Abbreviations. For the purposes of this Article:

1. **“Revenue”** refers to student fees, balance carry-forward from the previous Fiscal Semester, and interest income from the University investment pool.
2. **“Fiscal Semester”** refers to the time between the passage of the Fall budget and the passage of the Winter budget, for the Fall Fiscal Semester; or between the passage of the Winter budget and the passage of the Summer budget, for the Fiscal Winter Semester.
3. **“Fiscal Summer”** refers to the time between the passage of the Summer budget and the passage of the Fall budget.
4. **“Serving Assembly”** refers to the functional Assembly for the relevant time period: generally the Assembly during the Fall and Winter Fiscal Semesters and the Summer Assembly during the Fiscal Summer.

B. General Provisions

1. Authorized Signers

- a. The President, Vice-President, CSG Treasurer, and Speaker of the Assembly are authorized signers on all accounts unless specifically noted otherwise in this Code. The CSG Program Manager has access to all CSG Accounts.
- b. The Assembly may approve other executive officials as authorized signers, if remaining authorized signer slots are available, by a simple majority vote.

2. **Disbursements to External Organizations.** Any organization using CSG funds to pay for projects, events, or activities must acknowledge CSG as a source of funding.
3. **Cancelled Funds.** Any allocation of money is considered cancelled if that allocation is not processed by the approval of a subsequent Budget.
4. **Nonnegative Balances.** An authorized signer must not process any transaction that would lead to an account holding a negative balance.
5. **Compliance.** CSG funds must not be allocated to initiatives prohibited by University policy, the Compiled Code, or the Constitution.

C. Budgets

1. **Preparing the Budget.** The Treasurer must prepare a Budget, listing the amounts to be transferred from the CSG General Account to the other CSG accounts. Fiscal Semester Budgets must follow the apportionment rules in Section D of this Article. Fiscal Summer Budgets must apportion all revenue to the Legislative Discretionary Account except that which is needed for Operations, Payroll, Reserves, and specific Executive Discretionary needs as listed by line on the Budget. The Treasurer must propose the Fiscal Semester and Fiscal Summer Budgets no later than the third meeting of the serving Assembly. The serving Assembly may propose and enact a Budget independent of the Treasurer upon a written proposal by the Finance Committee. The Budget must be approved by a simple majority vote of the serving Assembly before money can be transferred from the General Account.
2. **Amendments to the Budget.** The Budget may be amended by the serving Assembly by a motion, second, and two-thirds majority vote.

D. Accounts. Authorized signers and CSG professional staff must only process expenditures that

comply with the budgetary allocations and purposes of the accounts as listed herein.

1. **General Account.** The General Account is the primary holding account for the Central Student Government in which all CSG revenue must be deposited and held until allocated by the enactment of a Budget. At the end of each Fiscal Semester, all accounts must be emptied by having their entire balances transferred back to the General Account. Money must not be budgeted to this account to nor directly spent from this account. Whenever revenue is placed into the General Account, it must not be spent until a new Budget or Budget amendment apportioning the funds is passed by the Assembly.
2. **General Reserve.** The General Reserve is meant for emergency funding only. The amount budgeted to this account in the Budget must be 5% of revenue. Money must only be allocated from the General Reserve by a two-thirds majority vote of the Assembly.
3. **Operations.** The Operations account is used to supply the CSG offices and fund operational expenses of CSG. Disbursements from this account are approved by either the CSG Program Manager, or the Treasurer and Speaker of the Assembly jointly, who may authorize and execute any expenditure within the account's scope.
 - a. **Official Travel by Representatives.** Any expenditures for official travel related to the duties of a CSG Assembly Representative are, unless authorized by a resolution, approved using these procedures for processing from the Operations Account by the CSG Treasurer or Program Manager. All travel expenses are governed by the applicable University policy or policies, including but not limited to SPG 507.10-1.
 - i. **Designated Travelers.** Only Designated Travelers of the Assembly may submit reimbursement requests for review. Reimbursements granted to either type of traveler require post-trip approval by the Speaker of the Assembly, who ensures the expense is in compliance with signed legislation and CSG's governing documents, and the CSG Program Manager, who ensures compliance with University policy.
 - a. **Regular travelers.** Regular travelers have a specific role that requires regular and/or frequent travel, and are afforded the assumption in their reimbursement submissions that their travel expenses are valid. Regular travelers are approved by the Assembly by a motion requiring a simple majority vote, and may be removed by a motion requiring a simple majority vote.
 - b. **Special travelers.** Special travelers are approved by the Speaker of the Assembly before travel. Such approval must only be granted on a trip-by-trip basis.
 - ii. **Pre-trip payment of travel expenses.** Pre-trip payments are permitted and encouraged when they are more convenient than a reimbursement and appropriate mechanisms are available for their processing. They must be approved by the Speaker of the Assembly, who ensures the expense is in compliance with signed legislation and CSG's governing documents, and the CSG Program Manager, who ensures compliance with University policy.
 - iii. **Appeals.** A decision by the Speaker that a payment is noncompliant with signed legislation may be appealed to the Assembly by motion and overturned by a simple majority vote.

4. **Payroll.** The Payroll account is used to pay CSG's staff.
 5. **Executive Discretionary.** The Executive Discretionary account is used for making disbursements by the Executive Team and funding the CSG Commissions. Funds must not be allocated from this account without the express approval of the President.
 - a. **Commission Budget.** A Budget must list how much of the Executive Discretionary account apportionment will be further distributed to each Executive Commission.
 - b. **Executive Commission Disbursements.** Commissions may spend money only with the approval of the commission's chair and the President. Commissions must only spend money allocated to them in the Budget.
 6. **Legislative Discretionary.** The Legislative Discretionary account is used by the Assembly for discretionary expenditures on projects, events, or activities with CSG involvement. Expenditures from this account require Assembly approval through a simple majority vote. Resolutions requesting an allocation from this account must be sponsored or authored by a Representative.
 - a. **Summer Assembly.** During the Fiscal Summer, the Legislative Discretionary provisions do not apply, and this account instead holds the funds available to the Summer Assembly to be used pursuant to Article II Section F of this Code.
 7. **Central Student Judiciary.** The Central Student Judiciary Account is used as the general account for the operations of the Central Student Judiciary. The amount budgeted to this account in the Budget must be \$250. Expenditures from this account are authorized only on a reimbursement basis.
 8. **Project Accounts.** CSG Project Accounts are used to hold the funds for events, activities, or projects with predetermined or recurring budgets. A Project Account must only be created for an activity, event, or project that involves the cooperation of both the Executive and Legislative Branches. Project Accounts may be created at any time, but all Project Accounts must go through reauthorization in the Fiscal Semester Budgets.
 - a. **Creation.** A resolution establishing a Project Account must detail the total or Fiscal Semesterly-recurring expected cost of the Project.
 - b. **Reauthorization.** Any Project Account seeking reauthorization must include a revenue/expense report detailing operations since previous authorization as an addendum to the Fiscal Semester Budget.
 - c. **Holding Account.** An Account titled "Project Funds" is used to contain all funds allocated to active Project Accounts. The Treasurer monitors the funds of each Project Account separately, but the funds are all held together in this account.
 9. **Student Organization Funding Committee.** The Student Organization Funding Committee account holds all funds reserved for allocation to registered student organizations at the University by the Student Organization Funding Committee. The amount budgeted to this account in the Semester Budget must be at least 48% of revenue.
- E. **Financial Status Report.** Before the end of each Fiscal Semester and Summer, the Treasurer must prepare a financial status report on the current Budget and the two previous Budgets. This report must be delivered no later than the second meeting of the Serving Assembly during the second academic term in which the current Budget is active, except at the end of the Winter Fiscal Semester, where the report must be prepared and delivered, by the Treasurer at the end of the previous legislative session or their designee, no later than the last meeting of the Assembly

before summer break. This report must include the following items: the amounts budgeted to each account, the actual amounts expended from each account, and the balances of each account at the end of the academic year. This report must be submitted to the CSG President, Assembly Speaker, and CSG Program Manager. The Treasurer must ensure that this report is published to the CSG website.

F. Financial Transparency and Oversight Portal. The Treasurer or their designee must maintain and update a Financial Transparency and Oversight Portal on the CSG website which must be consistently accessible to students. At the beginning of each Fiscal Semester, the information on the current portal must be archived somewhere on the website and a new one created.

- 1. Format.** The Assembly may require changes to the format of the Portal. These changes are communicated to the Treasurer, who must make them within 7 days. This deadline may be extended by the Assembly by a simple majority vote.
- 2. Executive Discretionary.** A line item must be created on the Portal for each allocation from the Executive Discretionary account, updated within 7 days of any expenditure. Each allocation must be categorized as either a One-Time Expense or Project Expense by the President or their designee. Each line item must include (1) The amount of money spent to date (2) A brief description of the nature of the allocation (3) Any existing links related to research, progress, and completion. Each Project Expense line must additionally include an overall estimate of the final sum of expenditures for the Project.
- 3. Legislative Discretionary.** A line item must be created on the Portal within 7 days of each allocation from the Legislative Discretionary Account which includes (1) The amount of money allocated (2) The amount of money spent to date, updated within 7 days of any expenditure (3) A brief description of the allocation (4) A link to the relevant document of the allocation and any existing links related to research, progress, and completion (5) The name(s) of the author(s) of the resolution or the motion and their contact information. For Summer Assembly allocations, only the running total needs to be updated.
- 4. Project Accounts.** A line item must be created on the Portal for each Project Account, updated within 7 days of any expenditure from the account, which includes (1) The amount of money allocated to that Project Account (2) The amount of money spent to date (3) A brief description of the Project Account.
- 5. Other Accounts.** All other Accounts must be listed on the Portal within 7 days of Presidential signature of a Budget with their budgetary allocations and brief descriptions of their purposes and functions.
- 6. Running Totals.** A running total of Legislative Discretionary, Executive Discretionary, Project Accounts, and General Reserve funds must be kept prominently on the Portal, updated to reflect changes made to allocations.

Article VI Elections Code

A. Definitions. The following definitions apply to uses in this Article:

1. **“Elections Code”** means this Article of the Compiled Code.
2. **“Election”** means a vote administered by CSG to select among candidates for a position, or to conduct a ballot question.
3. **“Candidate”** means a person seeking office in an election administered by CSG or, where applicable, two individuals seeking the offices of President and Vice President as an “executive ticket.”
4. **“Anticipated”**, regarding a candidate or party, means that the individual(s) in question would be understood by a reasonable student observer to plan to run for those role(s).
5. **“Campaign Period”** means the period of time after the Candidates’ Meeting and before the close of voting.
6. **“Campaign” or “Campaigning”** means activity by a registered or anticipated candidate or party member pertaining to a CSG election consisting of:
 - a. Informing potential voters about the presence of some but not all options in an election during the campaign period, or
 - b. Advocating the election or defeat of a registered or anticipated party, candidate, or ballot question to potential voters.
7. **“Campaign Material”** refers to any use of a communication medium for the purpose of campaigning.
8. **“Party”** means any group of two or more individuals, including one or more registered or anticipated candidates, coordinating for the purpose of campaigning.

B. Elections Officials. CSG officials or former officials of the previous three months and any candidate in a current election must not serve in any of the positions specified herein. Only students may hold these positions. Elections Officials must not endorse candidates or parties

1. **Elections Director.** The Elections Director serves as the elections administrator and University Elections Commission provided for in Article I Section 4 of the Constitution.
 - a. **Appointment.** The Student General Counsel appoints an Elections Director with the advice and consent of the Assembly, by a simple majority vote. The Student General Counsel may remove the Elections Director with a two-thirds majority vote of the Assembly.
 - b. **Length of Term.** The Elections Director serves until the submission of their written final report to the Assembly or their removal.
 - c. **Duties**
 - i. **Reporting.** The Elections Director makes weekly verbal reports to the Assembly beginning the week following their confirmation and ending the week after the certification of results. If they are unable to give a verbal report, they must either designate a proxy to deliver the report or deliver it in writing to the Speaker of the Assembly. The Elections Director must provide a written report of Election results to

the Assembly within two weeks of their certification, which may include suggestions for how to improve future Elections.

- ii. **Verification of Eligibility.** The Elections Director must verify the eligibility of all candidates for service in their intended positions, and of signatories to petitions.
- iii. **Availability for Inquiries.** The Elections Director must be available by email throughout the election period and respond to any questions received from candidates within 24 hours of their receipt, or a similarly reasonable span of time.

iv. Publicity

- a. **Election Announcement.** The Elections Director must send one campus-wide email notifying all students of the Election and their eligibility to run, including at minimum the dates and hours of the election and the address of the candidate information website. This email must also separately notify students of their eligibility to run in the election for membership on the DPSS Oversight Committee.
 - b. **Voting Announcement.** The Elections Director must send one campus-wide email within 24 hours of the start of voting informing students of their eligibility to vote and including at minimum the dates and hours of the election and the address of the voting website.
- v. **Websites.** The Elections Director is responsible for ensuring the correct operation of the candidate information and voting websites.
- a. **Information for Candidates.** The Elections Director must ensure that information for prospective candidates is publicly available through the CSG website, including at minimum the contents of this Elections Code.
 - b. **Voting.** Voting will take place through a voting website accessible through the CSG website.
 - i. **Site.** The voting website is hosted at vote.umich.edu.
 - ii. **Ballot Order.** The Elections Director must ensure that candidate names appear on the ballot in a random order.
 - iii. **Platforms.** The voting website allows each candidate to upload a platform, as a text statement, that will appear on the ballot. The Elections Director must ensure that only the names of registered parties appear in platforms, and that they only appear in a candidate's platform if a party application listing the candidate as a member was properly submitted.
 - iv. **Ballot Listing.** Each candidate will be listed with their approved name(s) and, if applicable, their platform. If a candidate is affiliated with a party, this may be indicated in their platform; however, their party name shall not be listed alongside their name on the ballot.

- v. **Write-in Voting.** The ballot will permit voters to make write-in selections for any or all of their votes in each election.

vi. Elections Results

- a. **Access to Real-Time Election Results.** Only the Elections Director and the CSG Program Manager may access real-time election results.
 - b. **Tabulation of Write-In Votes.** Immediately after the voting days end, the Elections Director must review the results and combine all write-in votes for each candidate under their name.
 - c. **Disqualified and Ineligible Candidates.** After tabulation of write-in responses, the Elections Director must remove any disqualified or otherwise ineligible candidates, adjusting the final positions of other candidates accordingly.
 - d. **Certification.** As the University Elections Commission, the Elections Director certifies the results following their tabulation and the resolution of all pending action upon them in the Election Court or CSJ.
 - e. **Requirements of Reporting.** Election results must include, for each position, the number of seats available, the names and parties of the candidate(s) who received votes, the numbers of votes each candidate received, the number of votes stricken, and the total number of votes cast; and for each ballot question, the numbers of votes for each available option and the total number of votes cast. Disqualified or otherwise ineligible candidates or votes must be indicated.
2. **Deputy Elections Director.** The Deputy Elections Director Assists the Elections Director in discharging the duties of that office.
- a. **Appointment.** The Student General Counsel appoints the Deputy Elections Director with the advice and consent of the Assembly, by a simple majority vote. The Student General Counsel may remove the Deputy Elections Director with a two-thirds majority vote of the Assembly.
 - b. **Length of Term.** The Deputy Elections Director's term ends upon the submission of the Election Director's final written report to the Assembly.
 - c. **Acting Elections Director.** The Deputy Elections Director serves temporarily as the Elections Director when necessitated by incapacitation or vacancy of that office.
3. **Independent Special Prosecutor ("ISP").**
- a. **Appointment.** The Student General Counsel appoints an ISP with the advice and consent of the Assembly, by a simple majority vote.
 - b. **Length of Term.** Once appointed, the ISP serves until the end of the subsequent Election or their removal through impeachment and conviction.
 - c. **Prosecutorial Duties.** If the ISP becomes aware of activity that they believe

violates the Elections Code and for which a complaint has not been filed with the Election Court, they must prepare and file such a complaint, serving as its Petitioner. When serving as Petitioner, the ISP may gather additional evidence and present cases before the Election Court. The ISP may only withdraw cases if another case addressing the same evidence has been filed in the Election Court or CSJ. The Special Prosecutor may appeal cases.

C. Schedule

1. Dates of Voting

- a. Voting for the Winter and Fall Elections must be held for two consecutive weekdays before the second-to-last Tuesday of classes for the term in which the Election will take place, but at most five weeks before the last day of classes in the term. These dates must be chosen to minimize conflict with the schedules of unit student governments holding concurrent elections when it is reasonably possible to do so.
 - b. **University Council and Assembly Approval.** No later than 80 days before the last Tuesday of classes for the Term in which an Election will occur, the Student General Counsel must recommend to the Assembly in writing the dates for that election, which are confirmed by a simple majority vote. Prior to making such a recommendation, the Student General Counsel must consult the University Council about the proposed dates.
 - i. If 66 days before the last of classes of the term in which an Election will occur, dates for that election have not yet been approved, the Assembly may choose the election dates, by a simple majority vote upon a written statement of the intended dates. Dates chose in this manner must be two full consecutive weekdays between the fourth-to-last and second-to-last Tuesdays of classes for a term.
 - c. If election dates have not been approved by 58 days before the last day of classes in a semester in which an election will be held, the election dates are automatically as follows:
 - i. For a November election, as the final non-Thanksgiving Thursday in the month and the preceding Wednesday completely within the month of November.
 - ii. For a March election, as the final Wednesday and Thursday completely within the month of March.
- #### 2. Nominations for Elections Officials.
- Between 38 and 66 days before the start of voting, the Student General Counsel must submit nominations for Elections Director, Backup Elections Director, and Independent Special Prosecutor to the Assembly for confirmation by simple majority vote.
- a. If the Student General Counsel does not provide a nominee for Elections Director by 38 days before the start of voting, the President appoints an individual for this position, with Assembly approval by a simple majority vote.
- #### 3. Final Amendments.
- Changes to the Elections Code must not be made within 30 days before the start of voting. Any changes approved during this period take effect after the certification of election results

4. **Candidacy Applications.** No later than 30 days before the start of voting, the Elections Director must make candidacy applications available in the CSG Offices and through the CSG website.
 - a. **Candidate Oath.** Every prospective candidate must sign a statement attesting that all information provided in their application is truthful to the best of their knowledge and that at the time of signing they were eligible to serve in the position sought through the indicated election.
 - b. **Information Required.** The individual candidacy application requires every candidate to provide their name as it is to appear on the ballot, local address, telephone number, email address, student identification number (UMID), school(s) of enrollment, position sought, and a dated signature in attestation that the individual has read and agrees to the Candidate Oath.
 - i. **Candidate Names.** A candidate must use their own name as recognized by the University of Michigan Office of the Registrar, unless doing so would substantially harm their ability to accurately represent themselves. Such a circumstance must be applied for and confirmed by the Elections Director. Any other candidate using a preferred name must specify that it be added immediately before or immediately after their first name on the ballot.
 - ii. **Simultaneous Candidacy.** Candidates must not run for more than one CSG position in a single Election. Candidates must not hold a position within CSJ concurrently with their candidacy.
 - c. **Informative Material.** The candidacy application must contain information for candidates including at minimum: an election schedule with appropriate deadlines clearly marked; a complete list of positions to be elected; information on how to access the ITS acceptable use policies; and a copy of this Elections Code.
 - d. **Receipt.** The Elections Director must provide confirmation to each applicant of their candidacy status upon verifying their eligibility or ineligibility to run for their indicated election.
5. **Filing Deadline.** Prospective candidates and any parties wishing to register must submit the necessary paperwork to the Elections Director, electronically or in person, no later than 5:00 p.m. 16 days before the start of voting.
6. **Candidates' Meeting.** The Elections Director must hold a mandatory meeting of all candidates at least 24 hours after the deadline for candidacy applications but no later than 14 days prior to the start of voting. The Elections Director must announce the time and location of the Candidates' Meeting at least 48 hours prior to its commencement.
7. **Withdrawal of Candidacy.** Any candidate may withdraw from an election by submitting a written request to the Elections Director. Withdrawal prior to 8 days before the election will result in removal from the ballot. Withdrawal thereafter does not guarantee removal but will result in the candidate being ineligible to win the election from which they withdrew.
8. **Sample Ballot.** Between 7 and 8 days before the start of voting, the Elections Director must post an official sample ballot on the voting website and in the CSG Offices.
9. **Post-Election Procedures**

- a. **Preliminary Results.** At the close of voting, the Elections Director must distribute preliminary results to all candidates including a notice that said results are preliminary.
- b. **Official Results.** After the resolution of all Election litigation and upon certifying the Election, the Elections Director must promptly distribute official results to all candidates and make them publicly available through the CSG website.
- c. **Write-In Election.** Once official results have been released, the Elections Director must notify, via email, winning individuals who were written-in, but that written acceptance of their position is required within 3 days to be seated. Each such individual must provide written acceptance of their position within 3 days of notification, or the seat will be left vacant.
- d. **Debriefing the Assembly.** The Elections Director must deliver their written report of Election results to the Assembly no later than two weeks following their certification.
- e. **Seating of New Members.** Winning candidates will be seated in their positions after their elections as per Article 1, Section 4 of the Constitution, excepting the DPSS Oversight Committee member. The Elections Director must notify the DPSS Oversight Committee of the winner of its position, who shall be seated at the discretion of the Committee.
 - i. **Oaths of Office.** The President must, before beginning their term, take the following oath: "I promise to faithfully execute the duties of the office of Central Student Government President." This oath shall be administered by the Chief Justice of the CSJ. The Vice President must, before beginning their term, take the following oath: "I promise to faithfully execute the duties of the office of Central Student Government Vice President." This oath is administered by the Chief Justice of the CSJ.

D. Rules and Regulations for Registered Parties

1. General Provisions

- a. **Purpose.** Members of parties who have submitted valid applications are authorized to include the name of the party on the ballot within their platform.
- b. **Scope and Notification.** Registered parties and their candidate and other student members are subject to the rules and regulations in this section of the Elections Code. Any candidate or party found to be in violation of these rules or regulations must be notified by the Elections Director and, if prior to or during the Candidates' Meeting, given 24 hours to correct the violation without penalty. The party may, within 24 hours of notification, challenge the finding of violation in the Election Court.

- 2. **Party Registration.** The party registration application must require the intended name of the party along with the name and dated signature of every candidate and other student wishing to register with that party. It must also require that a Party Chair be identified, and optionally allow for the identification of Party Counsel. Individuals wishing to register both as a candidate and with a party may include their candidate application with their party's registration application as part of a joint packet and need not file a separate candidate application.

- a. **Party Chair.** The Party Chair is the primary contact for the party and has the sole authority to appoint counsel to represent the party in cases before the Election Court or CSJ.
 - i. **Eligibility.** Party Chairs must be students.
 - ii. **Penalty.** Any party with an ineligible Party Chair is disqualified from the Election, and candidates registered with that party are likewise disqualified.
- b. **Party Counsel.** Registered parties may appoint their own counsel or request a student advocate from the CSJ.
 - i. **Eligibility.** Party Counsel must not be candidates in any current election and must be students.
 - ii. **Penalty.** Any ineligible Party Counsel is disqualified from all elections and from serving as Petitioner or Petitioner's Counsel in any complaints filed with the Election Court for that party in the current Election.
- c. **Membership.** Once registered with a party, candidates must not unregister from that party. Non-candidate members may unregister from a party by informing the Elections Director in writing that they are doing so.

3. Miscellaneous Rules

- a. **Conflicting Affiliations.** Candidates must not register with more than one party, or simultaneously with a party and without a party.
 - i. **Penalty.** Any candidate in violation of the above rule is disqualified.
- b. **Names.** The following rules govern the valid names for parties:
 - i. **Party Name Length.** Party names must not be longer than 100 characters, including spaces and punctuation.
 - ii. **Deceptive Party Names.** Parties must not use a name that is substantially misleading to students about the identity or affiliations of its candidates.
 - iii. **Previously Used Party Names.** Parties must not choose the name of another party that was properly registered in any election within the current or preceding four elections without the written authorization of a simple majority of the candidates who ran with that previous party.
 - iv. **Penalty.** A party in violation of any of the naming rules is disqualified from the Election, and candidates registered with that party are likewise disqualified.

E. Rules and Regulations for Campaigns

1. General Provisions

- a. **Scope and Penalties.** All registered and anticipated candidates and parties are subject to the rules and regulations found in this section. Violations may be punishable by the issuance of demerits to candidates and/or parties.
- b. **Demerits.** Each demerit comprises a penalty revoking 3% of violator's total weighted votes in the Election in which the violation has the greatest impact.

In the case of parties, this 3% penalty applies to each registered and anticipated candidate of that party who was directly involved in the violation, or was likely to have benefitted from the violation.

- c. **Mitigating Factors and Warnings.** The Election Court may find an individual or party guilty of a violation but assess fewer demerits than suggested, or no demerits, if it finds sufficient cause to do so due to the presence of mitigating factors. The issuance of zero demerits despite a finding of guilt is called a warning. The Election Court must state its reason(s) for issuing fewer demerits; this finding is separably reviewable *de novo* by the CSJ.
- d. **Disqualification.** Any registered or anticipated candidate accruing 5 or more total demerits for an election is automatically disqualified from that election. Any party which receives 10 or more demerits in concurrent elections, not counting those individually assessed to its candidates, is automatically disqualified from it along with all its registered and anticipated candidates.

2. Rule of Required Attendance

a. Candidates' Meeting

- i. **Attendance.** Candidates must attend the mandatory Candidates' Meeting unless prevented from doing so by a religious holiday recognized by the Office of the Provost, serious illness or medical procedure, death of a family member, University-sponsored athletic obligation, professional or academic commitments, or other serious circumstance. A candidate must provide appropriate documentation to the Elections Director of any of these circumstances to avoid being in violation of this rule.
- ii. **Penalty.** Violations result in the assessment of at most 2 demerits.

3. Rules for the Campaign

a. Use of Email Privileges

- i. **Email Group Ownership.** Individuals must not campaign by email to an email group unless the group is owned by that individual through mcommunity.umich.edu and was created for campaigning as indicated by the group name. Individuals are prohibited from collecting student email addresses for campaigning from email groups they do not own.
- ii. **Penalties.** Violations are based on the number of ineligible email recipients, resulting in the assessment of the following maximum penalties:
 - a. <40 recipients: 1-2 demerits.
 - b. 40-99 recipients: 3-4 demerits.
 - c. 100+: 4+ demerits.

b. Regulation of Campaign Materials

- i. **Identification.** All campaign material paid for by an individual, that does not clearly identify its funding source, must be identified by a statement in the form: "Paid for by <address>", where <address> is a

valid email address of the individual or their registered party. Buttons and clothing are exempt from this rule.

- ii. **Posting Areas.** Campaign materials must not be affixed on or in any University building except in designated posting areas.
- iii. **Implying Elected Incumbency.** Campaign material must not falsely state or imply incumbency in any CSG position. Individuals must not use the word "reelect" unless previously elected to the position for which they are running.
- iv. **Destruction of Campaign Material.** Individuals must not move, obscure, damage, destroy, deface, remove, or alter the campaign material of another individual or party. Removal from real or virtual private property by the property owner or licensee does not constitute a violation of this rule.
- v. **Penalties.** Each 50 units, or portion thereof, of a duplicated campaign material, or 250 recipients or views for a digital material, constitute a single violation. Violations result in the following maximum penalties:
 - a. Missing ID: 2 demerits.
 - b. Prohibited areas: 2 demerits.
 - c. Implying incumbency: 2 demerits.
 - d. Destruction of material: 4 demerits.

c. Endorsements

- i. **Definition.** For the purposes of this Elections Code, "endorsement" refers to any campaign material in which a person or entity is named or otherwise identified as supporting or advocating for a registered or anticipated candidate and/or party; an endorsement of a party does not extend to individual candidates of that party. Implied endorsements can exist without an explicit statement of support and are to be treated under this Elections Code as endorsements.
 - a. For publicly recognizable persons or entities, a name need not be present for the figure to be considered "identified". For all other persons or entities, establishment of identification requires the name of the endorsing person or entity;
- ii. **Affidavit of Endorsement.** The Elections Director must make blank endorsement affidavit forms available at the Candidates' Meeting and on the candidate information website, and post a listing of validly submitted forms on the candidate information website.
- iii. **Endorsement Verification.** Prior to disseminating the support of a person or entity, an individual must submit to the Elections Director any of the following:
 - a. A valid Affidavit of Endorsement. Valid affidavit forms must include the following:
 - i. The effective date of the endorsement and name of the endorser, and

- ii. The signature of the endorsing individual, or of individuals qualified to sign on behalf of the endorsing entity, certifying the willing endorsement of the individual. For student organizations, the signatures of two authorized signers are required for validity. The authorizing signature(s) must be dated, and the effective date of the endorsement must not be before the signature date(s);
 - b. A written and identifiable communication from an individual making an endorsement, or from an individual (or two authorized signers, in the case of a student organization) qualified to make an endorsement on behalf of an entity, which clearly expresses that the individual is being willingly endorsed by the individual or entity; or
 - c. Identifiable video footage of an individual endorser or of an individual (or two authorized signers, in the case of a student organization) qualified to make an endorsement on behalf of an entity which clearly depicts:
 - i. the individual(s) willingly and knowingly participating in the creation of the video endorsement or verification; and
 - ii. that an endorsement for the individual has been made.
- iv. **Unauthorized Endorsements.** Candidate members of registered parties are assumed to have the endorsement of their fellow registered party members, and such endorsements are not considered unauthorized. Excepting these, the following are unauthorized:
 - a. Endorsements advertised or disseminated without prior submission of Endorsement Verification to the Elections Director.
 - b. Misleading or false endorsements, such as those not actually intended or made by the person or entity to whom/which the endorsement is attributed.
 - c. **CSG Endorsements.** CSG Officials must not, in their official capacity for CSG, endorse any individuals. CSG endorsements as defined above are considered unauthorized endorsements.
- v. **Prohibition.** Individuals must not advertise or disseminate endorsements that are unauthorized or have been withdrawn by the endorser. Individuals should cease advertisement or dissemination as soon as possible and within 24 hours of notice by the endorser of a withdrawal of endorsement.
- vi. **Penalty.** Prohibited endorsements constitute a single violation for each 50 units of a duplicated campaign material; in the case of digital materials, a single violation comprises 250 recipients or views. Each violation results in a maximum penalty of 2 demerits and at most 5 demerits for one endorsement.

4. Rules of Voting

a. Bribery and Influence

- i. Bribery.** Individuals must not offer compensation of any substantial form in exchange for a vote for or against any individual.
- ii. Influence while voting.** Individuals must not attempt to sway, alter, or change the vote or voting choice of a student while that student is in the act of voting. Presence of an individual in the vicinity of a voter does not by itself constitute a violation of this rule.
- iii. Penalty.** Violations may result in the following penalties:
 - a.** Bribery: 4+ demerits.
 - b.** Influence: 4+ demerits.

b. Fraud and Obstruction

- i. Fraud.** Individuals must not cast a ballot or access the voting website using an identity or credentials that are not their own.
- ii. Obstruction.** Individuals must not interfere with a student's ability to cast a ballot.
- iii. Penalty.** Violations may result in the following penalties:
 - a.** Fraud: 4+ demerits.
 - b.** Obstruction: 4+ demerits.

5. Rules of Finance**a. Spending Limits**

- i. Individual Candidates.** Registered and anticipated candidates in individual elections may spend at most \$50 on their campaign.
- ii. Executive Tickets.** Each executive ticket may spend at most \$1,000 on their campaign.
- iii. Parties.** Registered parties may spend money up to the total amount permitted for all of their registered candidates and executive ticket, if applicable. All expenditures by individual candidates and tickets count toward this limit.
- iv. Penalty.** Violations result in the assessment of at most 4 demerits.

b. Donations

- i. Eligible donors.** Students eligible to vote in CSG elections are eligible to donate to registered or anticipated candidates running in those elections. All other individuals and organizations are forbidden from donating to campaigns.
- ii. In-Kind Donations.** Eligible donors may donate substantial non-monetary goods to registered or anticipated candidates. Such donations count towards the monetary donation limits by their approximate or exact monetary value.
- iii. Donation Limits.** A donor must only donate up to \$25 to each individual campaign, up to \$100 to each executive ticket, and up to \$150 across all individuals toward a single Election. Registered or

anticipated candidates' contributions to their own campaigns count towards these limits.

- iv. **Penalty.** Violations result in the assessment of at most 4 demerits to recipients of invalid donations.

c. Campaign Finance Disclosure

- i. **Finance Form Distribution.** The Elections Director must make campaign finance forms available at the Candidates' Meeting and on the candidate information website.
- ii. **Finance Form Requirements.** The campaign finance form must include at least:
 - a. Spaces for the names, amounts donated, and signatures of donors.
 - b. A space for the total amount spent by the party or campaign, and spaces for individual campaign or ticket expenditures.
 - c. A space for the candidate or Party Chair to certify the report.
 - d. A listing of all financial deadlines, as well as general spending limits and donation eligibility requirements.
 - e. Any necessary instructions for filling out the form.
 - f. Contact information for the Elections Director.
- iii. **Purchase Documentation.** Campaign finance forms must be submitted with receipts documenting campaign purchases.
- iv. **Party Filings.** Independent candidates must file campaign finance forms. Parties must file forms listing both individual and party expenditures. Candidates running with a party do not need to file their own campaign finance forms.
- v. **Submission Deadline.** Campaign finance forms and appropriate supplemental documentation must be submitted before the start of voting. Further expenditures must not be made after submission..
- vi. **Transparency of Campaign Finances.** Completed forms must be made publicly available through the CSG website by the Elections Director within 24 hours of the submission deadline.
- vii. **Advance Spending.** Funds may be raised and spent prior to the official campaign period as long as they meet the requirements of this Section.
- viii. **Unspent Campaign Funds.** All unspent funds by the time of filing must be donated to SOFC or returned to individual donors in proportion to the quantities originally donated and reported on campaign finance forms with evidence of the donation or return. These returns or donations do not count against the spending limit.
- ix. **Penalty.** Violations result in the assessment of at most 4 demerits.

6. Assessment of Penalties

- a. **Violations by a Registered or Anticipated Candidate.** If the Election Court

determines that a registered or anticipated candidate has violated a rule as an individual, even if they are a member of a party the penalty for the violation only applies to that individual.

- b. Violations by a Respondent Allegedly Coordinating with a Registered or Anticipated Candidate or Party.** Candidates and parties are responsible for educating others involved in their campaign activities about this Elections Code. Accordingly, the Election Court may assess penalties against the candidate(s) or party with whom the Respondent worked. The Election Court must use the following procedure to address complaints against an individual Respondent allegedly acting on behalf of a registered or anticipated candidate or party:
 - i.** The Election Court must determine if that individual worked with or at the request of the registered or existing candidate or other member(s) of the party.
 - ii.** The Election Court must determine if the Elections Code was violated.
 - iii.** The Election Court must determine if the Elections Code violation occurred within the parameters of what the registered or anticipated candidate or party requested the Respondent to do.

F. University of Michigan Division of Public Safety and Security Oversight Committee

- 1. Motivation.** Pursuant to MCL 390.1511, the student body nominates and elects two representatives to the University of Michigan DPSS Oversight Committee.
- 2. Timing.** Elections for these seats are held concurrently with the Winter and Fall elections, with one representative being elected at each to serve for terms of 1 year.
- 3. Affiliation.** Candidates for the University of Michigan DPSS Oversight Committee must not be affiliated with a registered party. The rules and procedures for this election otherwise follow those outlined for CSG elections.
- 4. Replacement.** Should a student seat on the University of Michigan DPSS Oversight Committee become vacant during its term, the President may, with the advice and consent of the Assembly by a simple majority vote, appoint a new representative to serve for the remainder of the term.

G. Initiatives and Referendums. This Section applies to all CSG student initiatives and referendums, collectively “petitions”, and to the questions they would place on the ballot.

- 1. Submission.** Petitions must be submitted to the Elections Director or Student General Counsel at least 30 days before the election, who must notify the Election Court and Speaker of the Assembly of the submission.
- 2. Form of Petitions.** All petitions must take the form outlined below and possess signatures as specified by Article VII of the Constitution.
 - a. Title.** The title of the intended ballot question must be stated entirely in uppercase letters at the top of each page of the submission.
 - b. Text.** The submission must contain the full and exact text of the intended question and the Assembly resolution to be passed or repealed. The question must be worded in a manner that is accurate, fair, concise, and reflective of the content of its action.

- c. **Signatures.** Below the full text on each page of the submission, the words, "We, the undersigned currently enrolled students, petition for a campus- wide vote on the question above." Each signer must provide their signature, their printed name, and their username.
 - d. **Circulator's Statement.** The statement: "I have circulated this petition and believe all of the signers to be currently enrolled students" must appear at the bottom of each page of the submission. This statement must be signed by the circulator with the date(s) upon which the petition was circulated.
 - e. **Verification of Signatures.** Signer status must be verified by the Elections Director or, if none is appointed, the Student General Counsel by checking the lesser of 20% or 200 of the signatures' usernames online or with the Registrar's Office within 48 hours of the submission of a petition. A signature is valid if it was made within one year of submission of the petition and if the signer is actively enrolled in a University degree-granting program. If no less than 85% of the checked signatures are valid, the petition is considered valid. If less than 85% of the signatures initially checked were valid, the examiner(s) continue to check signatures until either the necessary number of signatures are found, or until too few signatures remain unchecked to reach the total number of signatures needed. After verification, the Elections Director must immediately notify the Speaker of the Assembly, Election Court, and petition submitter(s) of the submission status of the petition.
3. **Judicial Review.** The Election Court must examine each valid petition at a hearing no later than 24 days before the start of voting to verify that its question complies with applicable requirements of the Constitution and this Compiled Code. The Election Court must not bar a question for any other reason. Submitter(s) of a petition may appeal a rejection to the CSJ within 24 hours of the decision, and the CSJ must resolve the appeal no later than 21 days before the election. The Election Court or CSJ must notify the Speaker of the Assembly of a finding of compliance.
- a. **Assembly Action.** Upon receiving notification of a finding of compliance for a valid petition, the Assembly has 14 days to either pass the legislation, if an initiative; to repeal it, if a referendum; or to submit the question to the student body. If the Assembly takes no action or chooses to submit the question, the Speaker must notify the Elections Director, who must include it on the ballot for the next election.

Article VII

Student Organizations

- A. Student Organization Recognition.** Any Student Organization properly registered with the University and recognized by the University will be recognized by CSG.
- B. Student Organization Funding Committee.** The Student Organization Funding Committee (SOFC) is the organization through which the Assembly appropriates funding to recognized student organizations during the academic year. SOFC considers funding requests and appeals for all student organizations and their events, activities, and initiatives under the guidelines established below.

- 1. Leadership.** SOFC is led by a Chair, who is an officer of the Assembly, but serves through the Legislative Session and then until the end of the Winter term. Upon the seating of a new Assembly, the current SOFC Chair provides a report to the Finance Committee of the Assembly on the selection of a Chair. The Assembly elects a new Chair from any students nominated by either the Finance Committee or other members of the Assembly. The outgoing Chair continues to serve until completion of the remaining Winter term allocations, and is responsible only for these. The newly elected Chair is responsible for the operations of SOFC during the Fall and Winter terms following their election and serves until the completion of the following Winter term allocations. A vacancy of the Chair position is filled by Assembly election among any nominated students for the remainder of the term.

The Chair of SOFC may appoint up to three Vice Chairs of SOFC, who serve for the elected term of their nominating Chair, with the advice and consent of the Assembly. In addition, the Treasurer and a designated member of the Finance Committee of the Assembly are non-voting members of SOFC and of SOFC leadership with the Chair and vice chairs. SOFC leadership may also elect to appoint a SOFC Secretary to assist them in administrative duties of the ~~Committee-Commission~~. SOFC leadership are permitted to vote to break ties.

- 2. Membership.** SOFC must have at least ten but no more than forty-five voting members. An application for membership must be made public by the Chair of SOFC as expediently as possible at the beginning of each semester after it has been approved by the Assembly. SOFC leadership will review the applications.
- 3. Disclosure.** The chairs must produce and prepare a conflicts-of-interest disclosure form which must be submitted along with an application for SOFC membership. Such a disclosure form must ask, at a minimum, full name, username, and a list of all student organizations the nominee is actively involved in or has a personal vested interest in. The disclosure forms must be completed and approved by SOFC leadership before the member can participate in SOFC activities in any semester. SOFC members must inform chairs of conflicts that arise during the funding semester. Failure to do so will result in the recall of that member.
- 4. Funding Considerations.** Funding allocations are based on criteria approved by the Assembly at the beginning of each semester. These criteria must include financial need; quantity of students affected; the degree of effect on students; the effects on the Ann Arbor, University of Michigan, and general Michigan communities; effort to obtain funding from other sources; completeness of funding application; unique nature of the event; prior use of SOFC funding allocations; receipt of services from Wolverine Consulting Group, indicating increased likelihood of success of the event; and any other

considerations deemed appropriate by SOFC leadership. SOFC must determine funding awards on a content and viewpoint neutral basis. SOFC must not consider the membership, composition, or political or religious views of any organization in funding decisions. The Assembly approve or may change the funding criteria by a simple majority vote upon a written statement of the intended criteria.

5. **Schedule.** Funding is conducted on a rolling basis. Each semester will consist of 9 funding application waves with their own application dates set by SOFC leadership and three receipt deadlines. A receipt deadline will follow every wave and apply only to the most recent applications wave. The number of funding waves and receipt deadlines may be adjusted at the discretion of SOFC leadership based on the semester's academic calendar with the approval of the Assembly by a simple majority vote upon a written statement of the intended schedule.
6. **Structure.** SOFC will divide itself in to two or three committees. Every weekend after a week in which there was a submission deadline, the committees will conduct SOFC operations. Committees will conduct both Reviews and Appeals each wave. The chair may move members between committees when deemed necessary.
7. **Review and Appeals.** All applications submitted by a given deadline must undergo initial review during that deadline's weekend operations, including those for a future wave. The SOFC committee to which the application was assigned will review the application with all relevant information submitted and must render a funding decision in the most expedient manner possible following the deadline. The reviewing committee must consider only information submitted with the application, and relevant attachments, in its decision. Each student organization has the option to appeal any decision rendered by an initial review. Appeals from each wave are due on the deadline for applications of the following wave and will be reviewed during that wave's SOFC operations by a SOFC committee that did not review the initial application. Members of SOFC must not be in any way involved in the review or appeal of the application of a student organization disclosed on their disclosure form. Each Semester, the Review and Appeals process will only be implemented once that semester's membership application, funding criteria, and schedule have been approved by the Assembly.
8. **Voting and Record Keeping.** SOFC leadership must maintain records of which committee(s) and SOFC members conducted funding operations each week. Such records must be available upon request by a member of the University community within one week of the conclusion of a funding period. Failure to maintain records or provide them upon request results in the automatic recall of SOFC leadership responsible for the funding session in question. Every decision made by SOFC must be approved by simple majority vote of the present members. The SOFC Chair with consent of a simple majority of the vice-chairs may remove or change any funding award for if necessitated by budgetary constraints. Such decisions must be included in the records.
9. **Reporting.** SOFC must make several reports each semester.
 - a. **Weekly Summary:** SOFC must submit an official report to the Assembly by 6:00pm on the Tuesday following each receipt deadline detailing funding activities. This report must include: (1) the total amount of available funds SOFC had at the beginning of the period, (2) the number of applications received that period, (3) the total amount of money rewarded that period, (4) the total amount of money claimed that period and (5) the amount of available funds SOFC has remaining. The report must be made available online and the SOFC chair or their designee must give a summary of the report during the next Assembly meeting.

- b. Beginning of Semester Report:** Each Semester, prior to the start of the funding period, the SOFC chair must make a written report to the Assembly regarding how SOFC will be operating during the semester. The report must include the membership application, the criteria that will be used for funding considerations, and the schedule of funding and receipt waves. After the report, the Assembly will vote to approve or modify items as provided by the Compiled Code .
 - c. End of Semester Report:** After the conclusion of the funding period for each semester, SOFC must submit a report detailing its funding activities over the whole semester. This report must include: (1) total amount of funds allocated to SOFC and amount remaining, (2) total amount of funding requested, awarded, and claimed during each wave for that semester, and (3) information about of each student organization that submitted requests including number of requests, total amount requested, awarded, and claimed, and any details SOFC leadership deem important with regards to requests including incomplete form or items ineligible for funding. The Chair of SOFC must make this report available online and must present it to the Assembly.
- 10. Recall of a Member.** If the Assembly believes that any member or chair has failed to follow the rules or guidelines established here, they may recall that member or chair by a simple majority vote. A recalled member or chair is required to appear at the next meeting of the Assembly during which the member shall be afforded the opportunity to explain the situation, and the Assembly will have the opportunity to ask questions of the member. A member may be excused by the Speaker and must then appear at the next available meeting. The Assembly may remove a recalled member from their position by a two-thirds majority vote. If the member is not removed, they are no longer considered to be under recall.
- 11. Removal of a Member.** SOFC leadership may remove a SOFC member by a simple majority vote. The Assembly may remove the Chair, a Vice Chair, or any member of SOFC by a two-thirds majority vote.
- 12. Other Provisions.**
 - a.** Funding applications to SOFC must be made available to student organizations as soon as possible after the start of each term.
 - b.** Upon the request of an officer of a student organization, the Chair, or their designee, must provide a written justification for that organization's funding decision.
 - c.** Upon the request of any Assembly representative or executive official, the Chair, or their designee, must provide a written justification for the funding decision of any organization.
 - d.** Any award to a student organization for which a receipt request for reimbursement is not submitted by the receipt deadline for the given wave is considered cancelled and reverts to SOFC.
 - e.** Chairs must hold weekly office hours throughout the semester while funding applications are being considered to help advise students and student groups on funding. The SOFC Chair must have at least 2 sessions and the other chairs must have at least one session. Each session must occur on a weekday that is not a school holiday and last for at least one hour. A majority vote by SOFC leadership is required to cancel an office hour.

13. Conditions on Student Organizations and Events.

- a. All student groups applying for funding must be recognized by the Central Student Government and have a valid SOAS account.
- b. Student organizations must present accurate information to SOFC through written applications and any oral statements.
- c. **Bystander Intervention Training**
 - i. **BIT Requirement.** Organizations wishing to claim more than \$1,000 from SOFC in a single semester must fulfill the Bystander Intervention Training requirement. In order to fulfill this requirement, the sole authorized signer or not fewer than two of that organization's authorized signers must participate in a CSG-approved Bystander Intervention Training. Organizations may be exempted from this requirement by a simple majority vote of SOFC leadership.
 - ii. **Duration of Training.** Fulfillment of this requirement by an organization applies to awards for that organization for the remainder of the academic year.
 - iii. **BIT Liaison.** A Bystander Intervention Training (BIT) Liaison facilitates communication between the Assembly, Executive Branch, and SOFC. This position is elected by the Assembly as defined in the Operating Procedures of the Assembly. They are responsible for attending all SOFC BIT Trainings; communicating and coordinating with Wolverine Wellness, SAPAC, SOFC, and other CSG organizers; and facilitating attendance and scheduling of Bystander Intervention Trainings.
- d. Organizations applying for funding for an on-campus event with food must affirm to SOFC before receipt of their award that all provided disposable plates, cups, and utensils are compostable, that they will contact the University's "Office of Campus Sustainability" (OCS) for guidance on composting at their event at least one week before the event, that the organization will deliver any compost waste created at the event to a compost drop-off location, and that they understand that SOFC will confirm with that office the required contact with OCS occurred.
 - i. If the organization is receiving supplies from OCS, the organization must additionally affirm their understanding that SOFC will confirm with that office that this receipt of materials occurred.
 - ii. If the organization is not receiving supplies from OCS, the organization must additionally submit photographic proof of use of compostable dining materials at their event.
 - iii. Before initiating reimbursement for an organization's event, SOFC must seek information from OCS to confirm that any necessary contact and receipt of materials occurred for that event.
- e. Organizations receiving funding must agree to either include the phrase "Funded by SOFC and the Central Student Government" or place the CSG logo on a publication that is distributed for the event.
- f. Organization receiving funding for the purpose of showing films, movies, or video clips must ensure that all of the content is captioned.

g. Penalty

- i.** An organization which fails to fulfill any of the Conditions on Student Organizations and Events for an awarded event, or whose affirmations are found to be false, is ineligible to receive any SOFC funds, including funds already awarded, for that event or, if the award for that event was already processed, for six months from the date of discovery of the failure.
- a.** This ineligibility may be removed, with sufficient cause and by a simple majority vote of SOFC leadership, upon a written request by the organization stating the cause(s) warranting removal. Sufficient cause could include inability to obtain funding for compostable materials or inability to access or obtain materials from OCS after committing to seek materials from OCS.

14. Conditions on Use of Funds

- a.** SOFC may attach any conditions within the scope of this Code and applicable law or University policy to their allocations regarding the use of funds.
- b.** Student Organizations receiving funding must stipulate in a grant agreement that they will adhere to any conditions specified by SOFC.
- c.** Failure to adhere to the conditions attached to an agreement by SOFC results in the cancellation of the agreement, and all awarded funds revert to SOFC.
- d.** SOFC should not fund, unless deemed necessary by a two-thirds majority of the reviewing committee's members, the following: capital goods, t-shirts, newspaper advertisements, hotel or airfare costs for students traveling from campus, gas, club sports fees assessed by the Athletic Department.

15. Funding Ineligibility. SOFC must not fund any organization within CSG, including Assembly Committees and Executive Commissions. An organization may be deemed ineligible for funding by a two-thirds vote of the Assembly upon a written recommendation by a simple majority of SOFC leadership.

16. Late Applications. Late applications are considered only under extenuating circumstances. SOFC leadership must approve a late application submission by a simple majority vote. Other late applications are considered to be submitted for the following funding deadline.

17. Deadline Extensions. SOFC may offer an extension of the receipt deadline for any wave by a simple majority vote of SOFC leadership.

18. Violations. Any student organization presenting misleading or falsified information regarding activities, finances, membership, or any other required information will not have its application considered by SOFC. Failure to adhere to SOFC funding guidelines and policies may result in ineligibility. SOFC leadership may determine additional penalties for violations, by a simple majority vote.

C. Wolverine Consulting Group. The Wolverine Consulting Group (WCG) is an organization that provides free consulting services to student organizations. These services include advice on funding, marketing, executive board structure, member retention, and event planning.

- 1. Leadership.** WCG is led by a Chair, who is an Executive Official, but serves through the Legislative Session and then until the end of the Winter term in which the Legislative Session ends. Upon the seating of a new Assembly, the current WCG Chair provides a

report to the President on the selection of a Chair. When a new Chair is confirmed during the final semester of another Chair's term, the outgoing Chair is responsible only for the successful conclusion of ongoing cases by the end of the semester. The Chair of the WCG, once serving alone, appoints two Vice Chairs of WCG, who serve for the original term of their nominating Chair. Any vacancies in Vice Chair positions are filled in the same manner.

2. **Membership.** WCG must have at least 12 members. An application for membership must be made public by the Chair of WCG following their confirmation and remain public during their tenure.
3. **Requirements.** To receive services from WCG, student organizations must meet the following requirements:
 - a. Be recognized by the Central Student Government and have a valid SOAS account
 - b. Present accurate information to WCG through written applications and any oral statements.
4. **Funding Application Notification.** The Chair of WCG must notify the Chair of SOFC when student organizations begin and end receiving services from WCG.

Article VIII**Central Student Government's External Commitments****A. Students of Michigan**

1. The Students of Michigan is an external committee that is a joint effort to promote better collaboration and idea exchange between the Student Governments of the three University of Michigan Campuses.
2. Central Student Government has two delegates to Students of Michigan: the Executive delegate and the Legislative delegate.
 - a. The Executive delegate is nominated by the President.
 - b. The Legislative delegate is elected by the Assembly as defined in the Operating Procedures of the Assembly.
 - c. The Legislative delegate is a Regular Traveler under Article V § D(3)(a)
3. Central Student Government's delegates will stay informed of the Student Governments of Flint and Dearborn, attend the meetings of the Committee, attend the other Flint and Dearborn Student Government legislative meetings as able, and inform their respective source of their authority of the progress of the Committee itself.
 - a. Attending the committee meetings, staying informed about the other Student Governments, and informing the President and Assembly of the workings of the Committee are obligations of this role.
 - b. The Assembly may, by a 2/3rds vote, remove either Central Student Government delegate from that position.
 1. A removed delegate may not be appointed to either position for the remainder of the current legislative session.
4. When Chairship of the Committee falls to Central Student Government, the Assembly selects which delegate shall be Chair, with the other as Vice-Chair.
5. The delegates from Flint and Dearborn's Student Government serve as ex-officio members of the Assembly.
 - a. If a delegate is habitually disruptive of Central Student Government proceedings, a two thirds ($\frac{2}{3}$) vote of the Assembly may remove the delegate's ex-officio status within the Assembly for the remainder of the current legislative session.
 1. The delegate's ex-officio status may be restored by a two thirds ($\frac{2}{3}$) vote of the Assembly.
 2. A replacement delegate resumes ex-officio status.
6. After four years, the effectiveness of Students of Michigan will be evaluated and the Assembly shall determine if they wish to continue their dedication to this committee.
 - a. Every two years, the President shall nominate a third-party to investigate the effectiveness of the committee itself and will give a report to the Assembly of their findings.

Article IX

Code of Conduct and Ethics

A. Applicability

1. Provisions of this Article apply to Representatives and Members of the Assembly, Executive Officials as defined in Article III § A, Elections Officials as defined in Article VI § B, and the Justices of the Central Student Judiciary. For the purpose of this Article the term “member” refers to an individual belonging to one of these groups.
2. Articles of impeachment filed against a member must cite a violation or violations of this section or the Constitution and present evidence supporting the claim(s). Alleged ethics violations by a member requiring investigation should cite the alleged violation of this section where possible.

B. Conduct of Members. Members must conduct themselves in a manner worthy of the responsibility and authority granted to them by the student body. Any violation of the list of conduct requirements in this section is grounds for impeachment if the violation occurs while a member is serving. This section is not an exhaustive list of Conduct violations which the Assembly and CSJ may find to be grounds for impeachment, removal, or other disciplinary action. A member:

1. Must not threaten a member’s physical or mental health through words or actions to the extent that they are unable to execute their duties.
2. Must not defame another member.
3. Must not violate University policy nor any local, state, or federal law.

C. Ethics of Members. Members must execute the duties of their offices ethically and faithfully to their purposes and to the greater purposes established in the Preamble to the Constitution. Any violation of the list of ethical requirements in this section is grounds for impeachment regardless of when the violation occurred. This section is not an exhaustive list of ethical violations which the Assembly and CSJ may find to be grounds for impeachment, removal, or other disciplinary action.

1. Financial.

- a. A member has a conflict of interest, if they, or an immediate family member, benefits financially from any entity, or will benefit financially from any entity, as a direct consequence of their membership in CSG. A member:

- i. Must report potential conflicts of interest prior to participation in debate, deliberation, or action on an item that could result in a conflict of interest to them. If the conflict of interest arises during their membership, the member remains obligated to disclose the conflict.
- ii. Must recuse themselves, or otherwise abstain, from action on any item with which they have a conflict of interest.

- b. **Misuse of CSG Resources.** Members must not corruptly use CSG money or resources, including but not limited to unauthorized appropriation of funds and embezzlement. A member:

- i. Must not ask an employee of the CSG to do work that is substantially unrelated to CSG work.
- ii. Must not use the financial or clerical services of CSG for their personal use or for the use of a student group to which they belong.

2. Performance.**a. Competence and Honesty.** A member:

- i.** Must complete duties within the scope of their position and assigned to them under proper authority.
- ii.** Must not deliberately mislead individuals involved with CSG about matters related to CSG business.
- iii.** Must not participate nor attempt to participate in a transaction to sell or buy, through transfer of money or tangible gift, voting or veto rights or any other rights or privileges granted to them by the nature of their position or assigned to them under proper authority.
- iv.** Must not use or attempt to use extortion, coercion, or blackmail to materially influence the vote or veto of a member or any other rights or privileges granted to them by the nature of that member's position or assigned to them under proper authority.

b. Abuse of Power – Interference with CSG Mission. A member:

- i.** Must not take corrupt action nor attempt to take corrupt action resulting in their appointment or the appointment of other person(s) to position(s) within CSG or those outside of CSG which CSG fills.
- ii.** Must not directly and substantially interfere with another member's ability to conduct the duties of their position within CSG.

Article X
Nonprofit Status

- A. Articles of Incorporation.** The Constitution shall serve as the Nonprofit Articles of Incorporation for the Central Student Government. The Central Student Government is organized on a membership basis, with an elected leadership that makes decisions on behalf of the members. The original incorporators of the Central Student Government were enrolled students of the University on March 28, 2010.
- B. Bylaws.** The CSG Compiled Code shall serve as the Nonprofit Bylaws of the Central Student Government.