

**UNIVERSITY OF NORTH ALABAMA  
STUDENT GOVERNMENT ASSOCIATION  
CODE OF LAWS**

**TITLE I. Construction, Definition, and Interpretation of and Compliance with the Laws**

**Chapter 1 System of Student Government Association (SGA) Code of Laws to be observed in the official codifications of said laws as established by law**

1.1 There shall be titles, each dealing with related and similar topics, and each composed of a number designated chapters, as follows:

TITLE I. (1-99) Construction, Definition, Interpretation of and Compliance with the Laws

TITLE II. (100-199) Qualification g2g045.87 MCI14129.02 445.87

**Chapter 2    Changes to the Code of Laws**

- 2.1            Any changes in the Code of Laws must be passed by two-thirds (2/3) majority vote of the members present at a regularly scheduled meeting of the Student Senate. The Legislative Affairs Committee is to be responsible for maintaining an up to-date Code of Laws.
  
- 2.2            Any changes made to the Code of Laws by the Senate

- 100.4.5 Candidates for Secretary and Treasurer must have completed a minimum of one (1) full semester during the fall or spring academic terms, serving in either the Executive or Legislative branches of SGA.

### **Chapter 101 Qualifications for the Student Senate**

- 101.1 To have and maintain throughout the entire term of office a cumulative grade point average of 2.5 or higher.
- 101.2 To have completed a previous semester at The University of North Alabama at the time of election with the exception of first time students appointed by the president.
- 101.3 To present a statement of purpose to the Elections and Recruitment Committee within the designated time period.
- 101.4 To take an oath to uphold the SGA Constitution of UNA.
- 101.5 To score a 75% or better on a general knowledge written test concerning the SGA Constitution, Code of Laws, and Parliamentary Procedure within one month of announcement by the Judicial Branch. Failure to meet this requirement shall result in immediate dismissal from the SGA Senate. Any Senator who does not pass the test on the first attempt may appeal to the SGA Senate and shall be allowed to attempt the test again upon 2/3 approval of the SGA Senate present.
- 101.6 Senators may not serve on any other branch of SGA as outlined in Article I of the SGA Constitution.
- 101.7 Vacancies may be filled by recommendations from the Elections and Recruitment Committee to the President for appointment and by two-thirds (2/3) vote of the members present of Senate.

### **Chapter 102 Qualifications for the Freshman Forum**

- 102.1 Refer to Article IV Section III of the SGA Constitution.
- 102.2 Vacancies may be filled by appointments made by the Freshman Forum advisors.

### **Chapter 103 Senate Pro-Tempore Qualifications**

- 103.1 The Senate shall each elect a pro-tempore at the first regular meeting of the new Senate held at the end of the spring semester.
- 103.2 Vacancies in the Pro-tempore position shall be filled by a two-thirds (2/3) vote of the members present in Senate.

### **Chapter 104 Freshman Forum Advisors**

- 104.1 The Senate shall elect one Freshman Forum Advisor from the currently elected Senate body at the first regular meeting held at the end of the spring semester. This elected advisor must have served on Freshman Forum. Vacancies in the Freshman Forum advisor position shall be filled by a two-thirds (2/3) vote of the members present in Senate.
- 104.2 The second Freshman Forum Advisor shall be appointed by the President. This appointed advisor must have completed







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- 402.1 To perform the duties outlined in the SGA Constitution and Code of Laws.
- 402.2 To keep a complete and permanent record of all the proceedings of the Student Senate meetings.
- 402.3 To receive all SGA committee reports, important correspondence, copies of all SGA contracts, and elections





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- 404.3.7 The SGA Communications Director shall receive a \$225.00 payment once in the Fall semester and once in the Spring Semester, provided by the SGA Senate Budget
- 404.3.8 The SGA Historian shall be paid \$225.00 annually, paid at the end

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500.2 Senate Reports

500.2.1 At the end of each semester, the executive council and each of the respective committees will create senate reports for each of their respective groups. Senate reports will be concise written or typed documents that will be created during committee meetings and executive council meetings.

500.2.2

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503.2 With good cause stated, the



by two-thirds (2/3) vote of the members present of the SGA Senate.

600.7 Any UNA student may serve on any committee without voting privileges.

**Chapter 601 Elections and Recruitment Committee**

601.1 The Elections and Recruitment Committee shall be composed of no less than three (3) members including the chairperson. The President of SGA shall serve as an ex-officio member of the committee.

601.2 The committee will be in charge of following rules established in the Elections manual and editing when necessary. Majority Senate must approve all changes made to this manual by the committee.

601.3 The committee will oversee homecoming elections, SGA officer elections, referendums, and interviews for Senate and appointments of the SGA President.

601.4 The committee shall also be in charge of establishing election procedures for validating the qualifications of a candidate, conducting the elections, and enforcing the election regulations shown in the Elections manual.

601.5 With regards



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- 604.1 The Budget Oversight Committee shall be composed of four (4) student senators including the chairperson and one (1) faculty member.
- 604.2 Duties of the Budget Oversight











- 800.13 All events held by the Freshman Forum must undergo an evaluation at the meeting following the event. Evaluations of the event should include a discussion on how the event went, areas in which the event could have been improved, and an assessment of the items and/or food if given away at the event.
- 800.14 Freshman Forum members are welcomed and encouraged to attend Senate meetings

- 802.3 The Executive Council of the Freshman Forum shall be responsible for setting the agenda of each Freshman Forum meeting.
  
- 802.4 The Freshman Forum Executive Chair and Clerk shall relinquish his or her right to present



806.5 The Freshman Forum Advisors shall preside over all duties, tasks, and functions of the Freshman Forum in the temporary absence of the Freshman Forum Executive Chair.

**TITLE X. Judicial**

900.1 All judicial powers of the SGA shall be vested in the Judicial Branch of the SGA Senate.

900.2 The Judicial Branch shall have original jurisdiction in all cases involving this Constitution and appellate jurisdiction involving inter- and intra- conflicts of SGA members and appeals from SGA members upon removal from applicable branch. It also may act on any special case referred to it by the University Administration and by the Student Senate.

900.3 The Senate test will be created and approved by the Judicial Branch and shall be administered and graded by two justices neither of which serve as Chief Justice.

**Chapter 901 Student Court Meetings and Hearings**

901.1 The Student Court Hearings should be presented in front of all justices unless of an established conflict of interest.

901.1.1 In the case that a defendant identifies a conflict of interest, the defendant may appeal to the



901.8 Before the final vote justices must enter executive session.

**Chapter 902 Judicial Clerk**

902.1 The Judicial Clerk shall be responsible for keeping record of all judicial hearings and maintaining all judicial records.

902.2 The Clerk shall be nominated for appointment by the Chief Justice of the Judicial Branch and shall be confirmed by majority vote of the Associate Justices. In the event of a tie, the Chief Justice shall cast the tie-breaking vote.

902.3 The Clerk will serve for a one (1) year term and may repeat terms if appointed by the Court to do so.

902.4 The Clerk must be enrolled as a student of the University of North Alabama and maintain a 2.25 cumulative GPA.

902.5 The Clerk may only serve in the Judicial Branch of SGA while serving as Clerk.

902.6 The Clerk may not serve as a justice in the Judicial Branch

report and the accused shall attend the hearing. Failure to attend a hearing will result in a decision being rendered on the evidence available. A hearing can be requested by the Student Court majority.

903.3 If a field report demands clarification or elaboration the Chief Justice and the Student Court will be responsible for other pertinent facts and data in order to ensure fairness in resolving the issue. The Student Court may request information from the accused and accusing parties. The Student Court is not permitted to request information outside of the respective parties.

903.4 In order to ensure fairness, both the accuser and the accused will have five business days from the date of confirmation to prepare a response. A hearing will take place no later than 10 business days after confirmation. Confirmation occurs after 0009120(onfir)4(mation occ) com

**TITLE XI. The SGA Communications Team**

**Chapter 1000 Organization of the SGA Communications Team**

- 1000.1 The SGA Communications Team shall be composed of the Communications Director and up to 2 Assistants to the Director. The Assistant(s) shall be selected by the Communications Director with the approval of the SGA President.
- 1000.2 The SGA Communications Team shall work directly under the office of the SGA President to assist the members of the SGA branches and the executive council.

**Chapter 1001 Duties of the SGA Communications Team**

- 1001.1 To design SGA promotional materials, including but not limited to posters and giveaways, to assist in the management of the SGA social media accounts, manage the inventory of SGA giveaways, and provide designs for SGA promotional material in a timely manner.
- 1001.2 To create marketing plans in coordination with the members, chairs, and leadership of each of the branches to ensure that student government events and actions are effectively marketed.
- 1001.3 To establish and execute communications initiatives to support the functions of student government and to inform the student body including but not limited to: livestreaming meetings, creating informational videos, creating podcasts, providing coverage of events, mailing a newsletter, and reaching out to the student body for feedback.
- 1001.4 To maintain and uphold the SGA graphics standards.

**Chapter 1002 Appointment Process**

- 1002.1 Any University of North Alabama student may be appointed the position of SGA Communications Director by the SGA President and a 2/3 confirmation vote of the student senate unless they are currently serving as a Senator.
- 1002.2 Any University of North Alabama student may be selected by the Communications Director and appointed to the position of Assistant to the Communications Director by the SGA President.

**Chapter 1003 Coordination with the Branches**

- 1003.1 The members of all SGA Branches may coordinate with

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1003.2        The SGA Communications Team shall act as a mentor to the Freshman Forum Public Relations Committee.

