The University of West Florida  
Student Government Association  

Executive Handbook Act  

Legislation: 14-15 Bill VI  
Authors: Chief of Staff Sosa  
Sponsors: Senator Griego, Senator Vinson  
Legislative Intent: See attached, Section 1  

First Reading: pass  
Yes: 16  
No: 0  
Abstain: 0  
Second Reading: pass  
Yes: 17  
No: 0  
Abstain: 0  

Jacob Hebert  
47th Senate President  

Be it known that Student Government 14-15 Bill VI is hereby signed on 2/4/15  

Pass  
2/4/15  

Veto  

Ethan Friedland  
Student Body President
Section 1  Legislative Intent and Rationale

This Bill primarily seeks to establish the Executive Handbook and Executive Orders of the President.

This Bill is created as an extension of 14-15 Bill III, and is separate for purposes of explicit consideration by the Senate, and thus assumes passage of 14-15 Bill III for some of its language.

Section 2  Tracked Statutory Changes

Chapter 101: Definitions

101.1 The term "Act"

Failure to perform an action that is legally required, or the instance of taking an action or performing a deed.

101.2 The term "Appointments"

All appointments made by the President shall require confirmation by a Two-Thirds vote to fill vacated elective offices, and confirmation by a majority vote for all other appointments.

101.3 The term "Benefit"

A gain or advantage, or anything regarded by the person to be benefited as a gain or advantage to themselves or to any person in whose welfare they are interested.

101.4 The term "Bills"

Legislation over which the Student Government has sole jurisdiction. All bills shall require a two-thirds vote, with the exception of revisions to the Activity and Service Fee manual.

101.5 The term "Campaigning"

The disseminating of literature, the posting of signs, or any other tangible construction or advocating the election of any candidate or group of candidates.

101.6 The term "Circulator"

An individual seeking to recall a Student Government Officer from office and who solicits, supervises, or otherwise procures student signatures in support of a recall referendum of the affected officer.
45 101.7 The term “Civilly Liable”
46
48 A person is “Civilly Liable” for the purposes of this Act when a court of
49 competent jurisdiction enters final judgment against him or her in a civil action.
50
51 101.8 The term “Conflict” or “Conflict of Interest”
52
53 A situation in which regard for a private interest tends to lead to a disregard of a
54 public duty or interest.
55
56 101.9 The term “Constituency”
57
58 The people who are represented by a Student Government Officer and are eligible
59 to vote for such an officer in regular Student Government elections.
60
61 101.10 The term “Constituent”
62
63 A Registered Student who is a member of a Student Government Officer’s
64 constituency.
65
66 101.11 The term “Conviction”
67
68 A finding of guilt through a three fourths vote of the Senate on an impeachment
69 allegation of malfeasance, misfeasance, or nonfeasance, which will result in removal
70 from office.
71
72 101.12 The term “Corruption”
73
74 Violation of any Student Government laws.
75
76 101.13 The term “Executive Handbook”
77
78 A document tracking the history and formalizing the policies of the Executive
79 Branch.
80
81 101.14 The term “Executive Order”
82
83 An order or policy amendment that is signed by the Student Body President, and
84 recorded in the Executive Handbook.
85
86 101.15 The term “Incompetence”
87
88 The lack of ability, qualifications, or fitness to discharge a required duty.
89
90 101.16 The term “Incorrectly Marked Ballot”
A ballot that is not in accordance with the instructions on it.

The term “Induce”

The act or process of enticing or persuading another person to take a certain course of action regardless of whether the other individual takes such action.

The term “Impeachment”

Formal accusations of malfeasance, misfeasance, or nonfeasance against an elected Student Government member or a member of the Supreme Court recognized by a majority vote of the Senate.

The term “Joint Ticket”

Shall be composed of one Presidential candidate and one Vice-President candidate running together on one ticket during the student government elections.

The term “Line Item Veto”

The ability to veto a portion of a bill, while approving the rest. A line item veto can be overridden by a two-thirds vote of the Senate.

The term “Majority Vote”

The greater part of number or larger than half, 50% plus 1.

The term “Malfeasance”

The commission of an act that is positively unlawful; misconduct.

The term “Malum in Se”

A criminal act that is inherently and essentially evil, that is immoral in its nature and injurious in its consequences, without any regard to the fact of its being noticed or punished by the laws of the state. Such are most or all of the offenses cognizable at common law, such as murder, larceny, etc. See Black’s Law Dictionary, Fifth Edition.

The term “Misfeasance”

The commission of a lawful act in an unlawful or improper manner, so that there is an infringement on the rights of another or others.

The term “Moral Turpitude”
An act or behavior which gravelly violates moral sentiment or acceptable moral standards of a community. It is restricted to the gravest offenses consisting of felonies, infamous crimes, and those that are Malum in Se and disclose a depraved mind. See Bartos v. United States District Court for District of Nebraska, C.C.A.Neb., 19 F.2d 722, 724.

101.26 The term “Nomination”

All nominations made by the President shall require confirmation by majority vote of the Senate.

101.27 The term “Nonfeasance”

The failure to do what duty requires to be done.

101.28 The term “President”

Shall be synonymous with the terms Student Government Association President and Student Body President.

101.29 The term “Public”

Any member of the Student Body who is neither an officer nor candidate for office in the Student Government Association, as well as University faculty and staff unaffiliated with Student Government, as well as any person not affiliated with the University of West Florida.

101.30 The term “Quorum”

More than one-half of the Senators holding office. Quorum must be met for all voting to occur.

101.31 The term “Recall Referendum”

A ballot measure to put to a constituency affected a petition, signed by a requisite number of constituents and in a form prescribed by student body law, that seeks to recommend to the Student Government the removal of a Student Government officer from office who has been convicted of a misdemeanor related to his or her duties, or who has been found civilly liable for an act of moral turpitude, after all available appeals have been exercised, waived, or have expired.

101.32 The term “Recommendations”

Legislation that is a suggestion for action outside the Student Government jurisdiction; shall require a majority vote of the Senate.
The term “Registered Student”

A person admitted to the University who is enrolled in at least one credit hour during the current academic term, is in good standing with the University, and has paid his or her activity and service fees, or had his or her fees deferred by the University, for the current academic term.

The term “Removal”

The impeachment of a Student Government Association Member.

The term “Resolutions”

Legislation that is a statement of position shall require a Majority Vote.

The term “Senate”

From here after shall refer to the Pensacola Senate unless otherwise designated.

The term “Senate Experience”

Having held a Student Government Association elective office or having held a primary cabinet position.

The term “Student Government Member”

Anyone holding a position in any branch of Student Government Association.

The term “Student Government Officer”

Any student holding an elected position in the Student Government Association.

The term “Student Senate”

Shall include the following:

A. Senate President

B. Budget and Allocations Chair

C. Rules and Statutes Chair

D. Student Outreach Chair

E. University Outreach Chair
F. Budget and Allocations Committee Seats

G. Rules and Statutes Committee Seats

H. Student Outreach Committee Seats

I. University Outreach Committee Seats

101.41 The term “Three-Fourths Vote”

No less than three fourths of the Senators present and voting "yes" or "no".

101.42 The term “Two-Thirds Vote”

No less than two-thirds of the Senators present and voting "yes" or "no".

101.43 The term "Vice-President"

Shall be synonymous with the term Student Government Association Vice-President and Student Body Vice-President.

Chapter 102: Official Documents

102.01 All students serving the Student Government Association in any capacity whatsoever must observe the Official Documents. Willful and deliberate disregard of these Documents shall subject the student to removal from office by the proper procedure.

102.02 The Official Documents of the Student Government Association shall include:

- The Student Body Constitution
- Writs and Decisions of the Supreme Court
- The Student Body Statutes
- The Executive Handbook
- Rules and Procedures of the Courts

102.03 The Student Body Constitution shall be the governing doctrine of the Student Government Association, and amendments to the Constitution may be proposed by two-thirds vote of the Student Senate, or by petition of five percent of the Student Body. Amendments shall become part of this Constitution upon ratification by majority of the votes cast thereon in a Student Body Election, provided that the proposed amendments have been published in the recognized Student Body publication at least one week prior to the vote of the Student Body.

102.04 Writs and Decisions of the Supreme Court shall serve as binding and final decisions of the Student Government Association, and shall supersede the Student Body
Statutes in cases where Statutes are found to be in violation of the Student Body Constitution.

The Student Body Statutes shall serve as by-laws of the Student Body Constitution and shall be amendable by Bill.

The Executive Handbook will contain all policies and procedures of the Executive Branch, and will serve as a record of all Executive Orders of the President. The Handbook shall be amendable by Executive Order. Executive Orders are to be considered subordinate documents to the University of West Florida Student Body Constitution, Student Body Statutes, and Writs and Decisions of the Supreme Court.

Rules and Procedures of the Courts shall set their governing policies and shall be amended and enforced by the Chief Justice all changes should be presented to Senate at the next Senate meeting after being enacted.

Updated versions of all Official Documents will be stored in the UWF Student Government argofiler database and posted publicly on the UWF Student Government website.

Any document that is approved by the Senate to be considered an Official Document (by amending this Statute) should be read in front of Senate before being enacted.

TITLE II: The Executive Branch

Chapter 200: Presidential Duties and Authority

The President shall be empowered to call by Executive Order and at will, meetings of the Student Senate provided time and place are advertised twenty-four hours in advance.

The Student Body President along with the Senate President and Treasurer shall administer the Student Government Association budget for the fiscal year of his/her term of office and submit to the Senate a proposed budget in the Fall semester for current fiscal year. The Student Body President shall be the only Student Government signature that can initiate any financial expenditure.

The President shall be empowered to represent the student body officially within the University, to any state and national student association that the University of West Florida Student Government Association is a member, the Board of Trustees, the legislature, and at all other appropriate forums extended to the university.

The President shall coordinate the work of the Student Government Association, the student members of the University Standing Committees, and Executive ad hoc committees.
The President shall maintain communications between the Student Government Association and the University of West Florida administration.

The President shall be an ex-officio, non-voting member of all Senate committees.

The President shall appoint the Election Commission at least six weeks prior to the Spring Election.

The President shall be empowered to form Executive ad hoc committees by Executive Order. Appointments to these committees do not have to be approved by the Senate.

The President shall have a cell phone allowance while in office so they may be reached at all times. This will be used to facilitate communication between the Student Body President and the students, Student Government office, and the administration. The money to pay for the cell phone allowance shall be appropriated in the Student Government budget each year.

The President shall submit to the Senate all nominations regarding appointments to vacant elective offices.

Upon signing an Executive Order, the Student Body President should send a copy to each Senator, announce the Executive Order at the next Senate meeting, or otherwise make known the ratification of an Executive Order.

The President shall not have the power of Line Item Veto.

The Student Body President of the University of West Florida Pensacola campus shall represent the student body as a voting member of the University Of West Florida Board of Trustees.

The President shall receive a stipend of $9,000, which shall be allocated appropriately throughout the course of his/her term.