



The University of West Florida
Student Government Association

Executive Handbook Act

Legislation: 14-15 Bill VI

Author(s): Chief of Staff Sosa

Sponsors: Senator Griego, Senator Vinson

Legislative Intent: See attached, Section 1

First Reading: <u>pass</u>	Second Reading: <u>pass</u>
Yes: <u>16</u>	Yes: <u>17</u>
No: <u>0</u>	No: <u>0</u>
Abstain: <u>0</u>	Abstain: <u>0</u>

A handwritten signature in black ink, appearing to read "Jacob Hebert".

Jacob Hebert
47th Senate President

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

X
Pass

Veto

2/4/15
Date

A handwritten signature in black ink, appearing to read "Ethan Friedland".

Ethan Friedland
Student Body President

1 Section. 1 Legislative Intent and Rationale

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

4
5 This Bill is created as an extension of 14-15 Bill III, and is separate for purposes of explicit
6 consideration by the Senate, and thus assumes passage of 14-15 Bill III for some of its language.
7

8 Section. 2 Tracked Statutory Changes
9

10
11 Chapter 101: Definitions
12

13 101.1 The term “Act”
14

15 Failure to perform an action that is legally required, or the instance of taking an
16 action or performing a deed.
17

18 101.2 The term “Appointments”
19

20 All appointments made by the President shall require confirmation by a Two-Thirds
21 vote to fill vacated elective offices, and confirmation by a majority vote for all other
22 appointments.
23

24 101.3 The term “Benefit”
25

26 A gain or advantage, or anything regarded by the person to be benefited as a gain
27 or advantage to themselves or to any person in whose welfare they are interested.
28

29 101.4 The term “Bills”
30

31 Legislation over which the Student Government has sole jurisdiction. All bills shall
32 require a two-thirds vote, with the exception of revisions to the Activity and Service
33 Fee manual.
34

35 101.5 The term “Campaigning”
36

37 The disseminating of literature, the posting of signs, or any other tangible
38 construction or advocating the election of any candidate or group of candidates.
39

40 101.6 The term “Circulator”
41

42 An individual seeking to recall a Student Government Officer from office and
43 who solicits, supervises, or otherwise procures student signatures in support of a
44 recall referendum of the affected officer.

45		
46	101.7	The term “Civilly Liable”
47		
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	<u>101.13</u>	<u>The term “Executive Handbook”</u>
77		
78		<u>A document tracking the history and formalizing the policies of the Executive</u>
79		<u>Branch.</u>
80		
81	<u>101.14</u>	<u>The term “Executive Order”</u>
82		
83		<u>An order or policy amendment that is signed by the Student Body President, and</u>
84		<u>recorded in the Executive Handbook.</u>
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”

91		
92		A ballot that is not in accordance with the instructions on it.
93		
94	101.17	The term "Induce"
95		
96		The act or process of enticing or persuading another person to take a certain
97		course of action regardless of whether the other individual takes such action.
98		
99	101.18	The term "Impeachment"
100		
101		Formal accusations of malfeasance, misfeasance, or nonfeasance against an elected
102		Student Government member or a member of the Supreme Court recognized by a
103		majority vote of the Senate.
104		
105	101.19	The term "Joint Ticket"
106		
107		Shall be composed of one Presidential candidate and one Vice-Presidential
108		candidate running together on one ticket during the student government elections.
109		
110	101.20	The term "Line Item Veto"
111		
112		The ability to veto a portion of a bill, while approving the rest. A line item veto can
113		be overridden by a two-thirds vote of the Senate.
114		
115	101.21	The term "Majority Vote"
116		
117		The greater part of number or larger than half, 50% plus 1.
118		
119	101.22	The term "Malfeasance"
120		
121		The commission of an act that is positively unlawful; misconduct.
122		
123	101.23	The term "Malum in Se"
124		
125		A criminal act that is inherently and essentially evil, that is immoral in its nature
126		and injurious in its consequences, without any regard to the fact of its being
127		noticed or punished by the laws of the state. Such are most or all of the offenses
128		cognizable at common law, such as murder, larceny, etc. See Black's Law
129		Dictionary, Fifth Edition.
130		
131	101.24	The term "Misfeasance"
132		
133		The commission of a lawful act in an unlawful or improper manner, so that there is
134		an infringement on the rights of another or others.
135		
136	101.25	The term "Moral Turpitude"

137
138 An act or behavior which gravely violates moral sentiment or acceptable moral
139 standards of a community. It is restricted to the gravest offenses consisting of
140 felonies, infamous crimes, and those that are Malum in Se and disclose a
141 depraved mind. See *Bartos v. United States District Court for District of*
142 *Nebraska*, C.C.A.Neb., 19 F.2d 722, 724.
143
144 101.26 The term "Nomination"
145
146 All nominations made by the President shall require confirmation by majority vote
147 of the Senate.
148
149 101.27 The term "Nonfeasance"
150
151 The failure to do what duty requires to be done.
152
153 101.28 The term "President"
154
155 Shall be synonymous with the terms Student Government Association President and
156 Student Body President.
157
158 101.29 The term "Public"
159
160 Any member of the Student Body who is neither an officer nor candidate for
161 office in the Student Government Association, as well as University faculty and
162 staff unaffiliated with Student Government, as well as any person not affiliated
163 with the University of West Florida.
164
165 101.30 The term "Quorum"
166
167 More than one-half of the Senators holding office. Quorum must be met for all
168 voting to occur.
169
170 101.31 The term "Recall Referendum"
171
172 A ballot measure to put to a constituency affected a petition, signed by a requisite
173 number of constituents and in a form prescribed by student body law, that seeks to
174 recommend to the Student Government the removal of a Student Government
175 officer from office who has been convicted of a misdemeanor related to his or her
176 duties, or who has been found civilly liable for an act of moral turpitude, after all
177 available appeals have been exercised, waived, or have expired.
178
179 101.32 The term "Recommendations"
180
181 Legislation that is a suggestion for action outside the Student Government
182 jurisdiction; shall require a majority vote of the Senate.

183		
184	101.33	The term “Registered Student”
185		
186		A person admitted to the University who is enrolled in at least one credit hour
187		during the current academic term, is in good standing with the University, and has
188		paid his or her activity and service fees, or had his or her fees deferred by the
189		University, for the current academic term.
190		
191	101.34	The term “Removal”
192		
193		The impeachment of a Student Government Association Member.
194		
195	101.35	The term “Resolutions”
196		
197		Legislation that is a statement of position shall require a Majority Vote.
198		
199	101.36	The term “Senate”
200		
201		From here after shall refer to the Pensacola Senate unless otherwise designated.
202		
203	101.37	The term “Senate Experience”
204		
205		Having held a Student Government Association elective office or having held a
206		primary cabinet position.
207		
208	101.38	The term “Student Government Member”
209		
210		Anyone holding a position in any branch of Student Government Association.
211		
212	101.39	The term “Student Government Officer”
213		
214		Any student holding an elected position in the Student Government Association.
215		
216	101.40	The term “Student Senate”
217		
218		Shall include the following:
219		
220		A. Senate President
221		
222		B. Budget and Allocations Chair
223		
224		C. Rules and Statutes Chair
225		
226		D. Student Outreach Chair
227		
228		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.

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

102.06 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.

102.07 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.

102.07 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.

102.08 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

200.1 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.

200.2 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.

200.3 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.

200.4 The President shall coordinate the work of the Student Government Association, the student members of the University Standing Committees, and Executive ad hoc committees.

321
322 200.5 The President shall maintain communications between the Student Government
323 Association and the University of West Florida administration.
324
325 200.6 The President shall be an ex-officio, non-voting member of all Senate committees.
326
327 200.7 The President shall appoint the Election Commission at least six weeks prior to the
328 Spring Election.
329
330 200.8 The President shall be empowered to form Executive ad hoc committees by
331 Executive Order. Appointments to these committees do not have to be approved by
332 the Senate.
333
334 200.9 The President shall have a cell phone allowance while in office so they may be
335 reached at all times. This will be used to facilitate communication between the
336 Student Body President and the students, Student Government office, and the
337 administration. The money to pay for the cell phone allowance shall be appropriated
338 in the Student Government budget each year.
339
340 200.10 The President shall submit to the Senate all nominations regarding appointments to
341 vacant elective offices.
342
343 200.11 Upon signing an Executive Order, the Student Body President should send a copy to
344 each Senator, announce the Executive Order at the next Senate meeting, or otherwise
345 make known the ratification of an Executive Order.
346
347 200.12 The President shall not have the power of Line Item Veto.
348
349 200.13 The Student Body President of the University of West Florida Pensacola campus
350 shall represent the student body as a voting member of the University Of West
351 Florida Board of Trustees.
352
353 200.14 The President shall receive a stipend of \$9,000, which shall be allocated
354 appropriately throughout the course of his/her term.