PREAMBLE

These Bylaws are established to be the working guidelines for Student Government Association on the main campus of Campbell University, hereafter referred to as SGA. These Bylaws include the Student Election Procedures, Rules for Debate, and any additional guidelines that may be necessary for the efficiency of the organization.

BYLAW I
Student Election Procedures

Title I. Purpose

A. The student election procedures shall:
   1. Guarantee each undergraduate student the opportunity to vote in all SGA elections in which they are eligible to vote in.
   2. Define the election process in all SGA elections and referenda.
   3. Establish a process to allow for protests of an election.
   4. Be amendable by a 3/5 vote of the Elections Committee and a 3/5 vote of the SGA Congress, or by a 2/3 vote of the SGA Congress alone. With each process, the Student Life Committee must approve any amendment to the Elections Bylaws by a simple majority vote.

Title II. Election Calendar

The Elections Committee shall announce the annual election’s calendar by the last meeting in the fall semester. In the event that a holiday interferes with the election calendar, necessary changes may be made at the discretion of the Elections Committee. The election calendar shall include:

A. SGA Freshman Class Elections:
   1. Nominations for Freshman Class Officers and Representatives shall open the first day of classes in the fall semester.
   2. Nominations shall close eight (8) school days later.
   3. Individual campaigning shall begin following the mandatory candidates’ meeting held by the Elections Committee. The mandatory candidates’ meeting must be held on the school day following the close of nominations.
   4. A general election shall be held within two weeks following the close of nominations on a day to be determined by the Elections Chair.
   5. Pertaining to the election of officers, if no candidate receives a plurality of the valid votes cast in the election, a runoff shall be held for that office between the two candidates receiving the greatest number of valid votes. Such a runoff shall be held two (2) days after the general election. See Title IX. Section E. for the definition of plurality.
   6. Pertaining to the election of representatives, if there is a tie among the representatives exceeding the six (6) required, a runoff shall be held two (2) days after the general election for the office between the two eligible candidates tied for the sixth representative position.

B. SGA Executive Council Elections:
   1. Nominations for Executive Council shall open no later than the fourth Monday in February.
   2. Nominations shall close five (5) school days later.
3. Individual campaigning shall begin following the mandatory candidates’ meeting held by the Elections Committee. The mandatory candidates’ meeting must be held on the school day following the close of nominations.

4. A general election shall be held within two weeks following the close of nominations on a day to be determined by the Elections Chair.

5. If no candidate receives a plurality of the valid votes cast in the election, a runoff shall be held for that office between the two (2) candidates receiving the greatest number of valid votes. Such a runoff shall be held two (2) days after the general election. See Title IX. Section E. for the definition of plurality.

C. SGA Sophomore, Junior, and Senior Class Officer Elections:

1. Nominations for Class Officers shall open the first day of the week following the Executive Council elections. At the discretion of the Elections Committee and the Executive Council changes can be made to the calendar to account unforeseen circumstances.

2. Nominations shall close five (5) school days later.

3. Individual campaigning shall begin following the mandatory candidates’ meeting held by the Elections Committee. The mandatory candidates’ meeting must be held on the school day following the close of nominations.

4. A general election shall be held within two weeks following the close of nominations on a day to be determined by the Elections Chair.

5. Pertaining to the election of representatives, if no candidate receives a plurality of the valid votes cast in the election, a runoff shall be held for that office between the two candidates receiving the greatest number of valid votes. Such a runoff shall be held two (2) days after the general election. See Title IX. Section E. for the definition of plurality.

D. SGA Sophomore, Junior, and Senior Class Representative Elections:

1. Nominations for Class Representatives shall open the first day of the week following the Class Officer elections. At the discretion of the Elections Committee and the Executive Council changes can be made to the calendar to account for unforeseen circumstances.

2. Nominations shall close five (5) school days later.

3. Individual campaigning shall begin following the mandatory candidates’ meeting held by the Elections Committee. The mandatory candidates’ meeting must be held on the school day following the close of nominations.

4. A general election shall be held within two weeks following the close of nominations on a day to be determined by the Elections Chair.

5. Pertaining to the election of representatives, if there is a tie among the representatives exceeding the six (6) required, a runoff shall be held two (2) days after the general election for the office between the two eligible candidates tied for the sixth representative position.
Title III. Void Votes

A. A vote shall be considered void if any of the following occurs on the ballot:
   1. When the number of candidates for which a vote is marked exceeds the number authorized.
   2. When profanity is written on the ballot.
   3. When a write-in is written where no place for a write-in is given.
   4. When a write-in is an ineligible candidate, including—but not necessarily limited to—fictional people and characters, non-students, and students that are not qualified to hold the office in question as defined by the SGA Constitution and the Bylaws thereof.
   5. When no stamp or significant mark—the precise details of which to be determined by the Elections Committee prior to the election—is placed on the ballot by those working the election table.

B. A ballot shall be considered void if any of the following occurs on the ballot:
   1. When the person voting leaves the 50 foot radius/chalk circle with the ballot.

Title IV. Qualifications of Candidates for Office

The qualifications for each candidate are defined in detail in the Constitution of the Student Government Association of Campbell University in Articles IV, V, and VI. Any candidate elected to office that does not meet his position’s requirements, fails to be in good standing with the University, receives sanctions from the Conduct Council, ceases to maintain the required GPA requirements, fails to adhere to the SGA attendance policy, and/or ceases to be a full time student, will automatically lose his/her office.

Title V. Nominations

A. A student meeting the qualifications of a candidate for Executive Council may be nominated by any student, with the exception of male boarding students must nominate candidates for Men’s Community Coordinator, female boarding students must nominate candidates for Women’s Community Coordinator, and non-residential candidates must nominate candidates for Commuting Student’s Coordinator.

B. A student meeting the qualifications for class officer and representatives may be nominated by any student from the same class.

C. All nominations must be made on the appropriate nomination form available at the location designated by the elections chairperson/committee while the nominations are open. All nominations must be submitted to the location designated by the elections chairperson/committee by 4:00PM on the day upon which nominations close.

D. Each candidate shall receive a copy of the rules pertaining to the election with the nomination form. The candidate shall be responsible for the campaign rules contained therein. By signing the form, the candidate states that he/she will abide by the campaign rules. Any candidate not abiding by the rules may be disqualified as a candidate by the Elections Committee.

E. The Elections Committee shall submit the name of each candidate to the Vice President of Student Life or appropriate
designee, who will check the candidates eligibility based on Title IV of this Bylaw. If the candidate is eligible, the student’s name shall be placed on the ballot.

F. If write-in candidates are able to affect the outcome of an election, then the Elections Committee will submit the names of the write-in candidates to the Vice President of Student Life or appropriate designee who will check the candidates eligibility based on Title IV of this Bylaw.

Title VI. Campaign Rules

A. Campaign Literature

1. Campaign literature can not be displayed prior to the designated date set by the Elections Committee.

2. All campaign literature, including websites and Facebook pages/events/groups/etc, must obtain appropriate approval in the form of written approval, a stamp, or significant mark, as designated by the Elections Committee—by the Director of Student Activities.

3. Campaign literature on campus will be permitted on University-approved bulletin boards for student use, but will be prohibited from being placed on any doors, partitions, poles, or windows. Campaign literature will be limited to one like item per bulletin board.

4. Campaign literature will not be permitted on any property not belonging to Campbell University, such as but not limited too telephone poles, off-campus apartments, and the post office, without the express written consent of the owner/manager of the establishment in question.

5. Campaign material may be placed in the ground and/or grass on the Universities Campus around the Water Fountains, Academic Buildings, Dormitories, Student Center, Library, and Apartments. Signs and stakes being placed within these areas must be approved by the Director of Student Activities in the form of a stamp or significant mark of approval.

6. Campaign literature may not be painted, drawn, written, or otherwise imparted upon the ground on campus or on any other Campbell University property other than the allowed areas listed Title VI, Section A, Clause 5.

7. A candidate may not use university property -- such as, but not limited to, golf carts and tents -- or university supplies -- such as, but not limited to, paper, ink, poster board, etc. -- for their own personal campaign purposes.

8. A candidate may not have any employee of the university or employee of a company under contract with the university help with any campaign for them while that employee is on the clock.

B. The Elections Committee shall be free to produce or sponsor any forums, radio shows, or other public programs during the campaigning period provided that such programs are not inherently unfair to any candidate and are announced at least one (1) week in advance.

C. Candidates for any office are not limited in the amount of expenditures or donations for their campaigns. However, each candidate must submit a campaign expense report to the SGA
office by 4:00PM on the Friday following the election. The report must include the source and amount of any monetary donation, an itemized list of donated materials at their retail value, and an itemized list of expenditures. Even if a candidate incurs no campaign expenses, a report to this effect must be submitted prior to the deadline set herein. Any candidate who does not submit an expense report will be disqualified in the case that he/she wins the election. In the event that a winning candidate is disqualified, a new election will be held between the remaining eligible candidates within four school days. An election and a runoff election count as one election with regard to spending limits.

D. No candidate may campaign in any way on election day within fifty feet of the polls. Campaigning includes—but is not necessarily limited to—the following: having any signs or literature present, wearing a name-tag identifying the candidate and/or the position for which he/she is running, or telling people to vote for, and introducing oneself as a candidate. None of these activities are violations of campaign rules as long as the candidate and anyone campaigning for him/her does it at least fifty feet away from the polls.

E. Each candidate not involved in a runoff election must remove all campaign material posted on campus and off campus within twenty-four hours of the election close. Candidates involved in a runoff must do the same within twenty-four hours after the close of the runoff election.

F. Anyone found tampering with campaign literature not belonging to him or her shall lose the right to vote, run or be appointed to SGA for one full year.

1. Tampering shall include but not be limited to covering, ripping, moving, or altering any campaign literature.

Title VII. Violations

A. Violations of the election rules outlined herein will be subject to punitive action at the discretion of the Elections Committee. Upon the discovery or allegation of a campaign violation, it will be the prerogative of a majority of the Elections Committee to determine whether or not there exists sufficient evidence of misconduct to warrant a hearing on a candidate’s actions. In the event that such a hearing is called, it shall be held in accordance with the following procedures:

1. A hearing shall require the presence of at least three-fourths of the members of the Elections Committee. In the event that one or more members of the Elections Committee are up for re-election, he or she will be ineligible to participate and a temporary replacement shall be appointed by the Elections Chair or acting Elections Chair.

2. The candidate whose conduct is in question shall have the right to offer a defense of his/her conduct at his/her hearing. A candidate may waive his/her right to speak or appear at a misconduct hearing, however no hearing or punitive action prescribed therein shall be lawful unless the rights of the candidate in question have been fully upheld or waived.

3. When, in the opinion of the three-
fourths (3/4) of the committee, a vote on the candidate’s alleged misconduct is in order, a simple majority vote shall be required to either convict or acquit the candidate of each charge levied against him/her. In the event that a candidate stands accused of more than one violation, a vote will be required on each individual charge.

4. In the event that a candidate is convicted by the Elections Committee, it shall be the prerogative of the Elections Committee to take punitive action against the convicted candidate. The Elections Committee shall have—with the agreement of a simple majority of those present—the discretion to impose any number of the following punishments:
   i. The issuance of a warning to the guilty candidate.
   ii. The immediate removal of any and all campaign literature.
   iii. The immediate disqualification of the candidate in question.

5. In the event that a hearing is held by the Elections Committee, the Elections Committee shall be required to submit a report detailing the offense of which the candidate has been accused, the evidence presented at the hearing, the verdict of the Elections Committee, and any punitive sanctions imposed to the Executive President immediately upon the conclusion of the hearing.

Title VIII. Voter Eligibility

All undergraduate students currently enrolled on the main campus of Campbell University are eligible to vote in an election. The methods for determining which election they are eligible to vote in are as follows:

A. All undergraduate students may vote in an Executive Council election under the stipulation that:
   1. Only male boarding students may vote for the office of Men’s Community Coordinator.
   2. Only female boarding students may vote for the office of Women’s Community Coordinator.
   3. Only commuting students may vote for the office of Commuting Student’s Coordinator.
In the election of class officers and representatives, members of a class can only vote for members of their own class (i.e. only rising sophomores and returning sophomores can only vote for rising sophomores, only rising juniors and returning juniors can vote for rising juniors, and only rising seniors and non-graduating seniors can vote for rising seniors). The Elections Committee will procure a list of all undergraduate students and their class rank prior to the start of the election. This will be the official classification of a student for the purposes of elections.

**Title IX. Voting Procedures**

A. No one who is running for office in a particular election may serve in any capacity in the election process or on the Elections Committee or Rules Committee until the election that he/she is a candidate for is over. Should a chairperson of the said committees be a candidate for election the Vice Chair should be recognized from the committee by the chairperson upon the submittal of his/her nomination form, to act in the capacity of the chairperson until all elections procedures are completed for that election. The Vice Chair will be relieved and the appointed chairperson will resume his/her duty as chairperson at the conclusion of the election process.

B. The ballots shall be printed by the Elections Committee. The candidates' names shall appear in alphabetical order on the ballot. A space for a write-in vote for each office shall be provided on the ballot for the general election but no such space shall be provided on the ballot for a runoff election.

C. Each ballot will be stamped or marked by those working the elections table. The stamp or mark will be determined by the Elections Committee Chairperson and made known to those working the table.

D. All voting shall be cast by secret ballot.

E. All officers shall be elected by a plurality of the valid votes cast, a plurality of the votes shall be defined as receiving the majority of votes as long as the winning candidate receives at least 40% (forty percent) of the valid votes cast. In the event that no candidate receives 40% (forty percent) then there shall be a runoff election between the two (2) candidates receiving the most votes.

F. Representatives shall be elected by a winner-take-all system, in the election for the six class representatives the six candidates who receive the most votes of the valid votes cast shall be the winners. In the event that there is a tie for the sixth seat then there shall be a runoff election between those candidates.

G. The polls shall be open from 9:00 a.m. until 4:00 p.m. on election day. The polls shall be tended by individuals selected by the Chair of the Elections Committee and approved by the Director of Student Activities.

H. Should a group of students be absent from school for the entire time the polls are open on election day because the group is participating in a school-sponsored activity, the Elections Committee shall make such provisions as necessary to allow the group to vote prior to the election date, provided the slate of candidates is complete. The ballots cast by the group shall not be counted but shall be placed in the ballot box upon the opening of the polls. Any
request for early voting for a group must be made to the Chair of the Elections Committee within 24 hours following the close of nominations for a particular election or with 24 hours after the announcement of a referendum vote.

I. Each student must have his name checked on an official student roll and must sign a list of voters before he/she casts their ballot. If the student’s name does not appear on the roll, the student's ballot shall be placed in a numbered envelope and the student's status shall be checked with the proper University authorities. If the student is found to be an eligible voter, his ballot shall be placed in the ballot box. If the student is not found to be an eligible voter, his ballot shall be destroyed.

J. Individuals selected by the Chair of the Elections Committee and approved by the Director of Student Activities shall count the ballots at the close of an election. A representative from Student Life must be present to observe the counting. All communications devices shall be placed on a table upon entering the room to count ballots and shall only be used if deemed an emergency by the Student Life Representative until candidates have been notified of the elections results. Candidates may not participate or observe the counting of the ballots. The results shall be posted at the SGA Office immediately after the votes are counted. The vote counts will be given to any candidate upon request.

K. The votes shall be recounted if the election results are within a ten percent margin or a candidates protest is upheld. A recount must be done within three (3) school days following the election and following the normal counting procedures.

L. After the counting of the ballots, all ballots shall be kept in a secure location by the Director of Student Activities or their designee.

Title X. Election Protest

A. Any candidate may protest his/her particular election, in writing, within twenty-four hours of the publication of election results.

B. Grounds for a valid protest shall be limited to violation of election rules.

C. Any student or candidate may report an illegal action of a candidate by filing an election protest and in such a case, the Elections Committee shall decide what action needs to be taken.

D. All protests shall be heard by the Elections Committee and may be appealed to the Rules Committee. Also refer to Title VII, Section B. If the simple majority of the members in either committee are involved in the election, a Presidential Task Force Committee shall be created with nonpartisan members of Congress that will be formed in the event of a protest and will dissolve at the close of the last election of that semester.

1. Those protesting a particular election or Elections Committee ruling must present their case to the to the committee/taskforce hearing the charges. The person/candidate(s) actions being brought into question shall be allowed to hear the charges being brought against them.

E. If an election violation is committed by a candidate, the Elections Committee reserves the right to review the violation and issue penalties.

F. If a violation is committed by a member of the Elections Committee or a poll
attendant, the Elections Committee shall consider any sanctions the offending member may receive.

G. Holding a new election shall be considered when it is the opinion of the Elections Committee, Rules Committee, and Congress that a new election is warranted due to gross violations. A new election will be called with approval of the Elections Committee, Rules Committee, and a 3/5 vote Congress.

Title XI. Recall

The constituency of any class officer or representative may recall that officer or representative for any reason by the following process.

A. A member of the representative's constituency must turn in to the Executive Vice President a bona fide petition to be presented to the Congress, signed by twenty percent of the constituency, advocating the recall of the representative and stating the reason(s) for the recall.

B. Congress must determine the validity of the charges by a 2/3 vote of the members of the full congress at the meeting immediately following the date on which the petition was filed.

C. If Congress declares the charges valid, the office shall be declared vacant.

D. If Congress declares the charges invalid, but the petition is returned within one week with the signatures of an additional twenty percent of the class, the office will be declared vacant.

Title XII. Resignations

Any officer or representative wishing to resign should prepare a resignation in writing and present it to the Executive President and the President of his/her class. The Class President, in turn, will present the resignation to Congress who may by a simple majority vote of those present accept the resignation. Executive Council resignations shall be presented by the Executive President.

Title XIII. Special Elections

A. Two school days after Congress orders a special election for a vacated office, the Elections Committee shall announce an election timetable which shall include:

1. A date upon which nominations shall open.
2. A date five school days later upon which nominations shall close.
3. A date four school days later, upon which the general election shall be held and campaigning shall end for candidates not requiring a runoff election.
4. A date two school days later, upon which a runoff election shall be held if no candidate receives a simple majority vote.
5. Individual campaigning shall begin on the date that the nomination form is returned to the SGA office.

B. Special Elections shall follow the same procedures as regular elections.

C. When a vacancy occurs in a particular class and a replacement has not been appointed within the timeframe stated in Article 4, Section 4, Paragraph C. Subsection 1. Line h. Congress may declare the office vacant and either order a special election or select a replacement for that office.

Title XIV. Referendum
A. Two school days after the University Student Life Committee considers a proposed amendment to the SGA constitution and does not veto it, or two school days after a proper petition (as defined in Article XIII, Section 1 of the Constitution) overriding the veto is submitted to the University Student Life Committee, the Elections Committee shall announce a referendum timetable which shall include:

1. A date, to occur no sooner than two weeks after the amendment passes the University Student Life Committee or two weeks after the proper petition overriding a Student Life Committee veto is presented to said committee, upon which the referendum shall be held.

2. The Elections Committee, with the help of the Advancement Committee must make copies of the amendment or new constitution available to students for a minimum of two weeks after it has cleared the University Student Life Committee before said referendum can occur.

3. For the duration of the current school year the Elections Committee shall conduct as many student voting sessions needed in order to obtain the necessary ten percent (10%) approval or disapproval of the proposed amendment to the SGA Constitution, (the use of this clause is at the discretion of the current Elections Chairperson).

B. The voting procedures for the referendum shall be governed by Bylaw I, Title IX, A – I, except that write-ins shall not be allowed, and absentee voting shall not take place before the publication of the amendment or new constitution by the Elections and Advancement Committees.

C. Any student may protest a referendum but such protest may not be appealed after the elections Committee has decided whether or not it was valid. All protests shall be considered according to the provisions contained in Bylaw I, Title X

**Bylaw II**

**Procedures in Debate**

The following rules outline the manner in which proposals shall be debated and voted on by the SGA. The current edition of Robert’s Rules of Order Newly Revised shall be a secondary source for the manner in which proposals shall be considered.

**Title I. Speaking Privileges**

A. All members of Congress and advisors shall have full speaking privileges at all Congressional meetings.

B. Any other person wishing to speak may do so only after a 2/3 vote of Congress to suspend the rules.

C. No person shall speak on a motion while chairing a meeting of the SGA.

D. Each round of debate shall consist of five (5) minute intervals of those speaking To, Against and For, in that order, to the proposed resolution or amendment.

E. A member of Congress speaking To, Against, or For, a resolution or amendment is allowed to speak up to two (2) times per debatable motion.

F. Authors of a resolution or amendment shall only speak To the proposed resolution or amendment.
Title II. Conduct in Debate

A. All speakers shall conduct themselves in a manner in accordance with the Student Code of Honor, as outlined in the Student Handbook.
B. No person shall speak until recognized by the chair, unless he/she is making a privileged motion.
C. Speakers must limit their remarks to the topic at hand.
D. Any member of Congress wishing to question another shall gain the floor in the usual manner. He shall then inquire, through the chair, if that representative will yield to queries. If that member of SGA agrees, the query shall be asked through the chair.
E. It shall be at the discretion of the presiding officer as to the number of queries to each speaker that each member of Congress may ask.
F. Congress has the right to cloture with a 2/3 majority vote.
G. A speaker may not conclude a speech by moving an undebatable motion.

BYLAW III
Introduction of New Business

Title I. Types of Legislation

A. Resolutions are documents that:
   1. Have been assigned a resolution number by the Rules Committee Chair.
   2. Do not seek to change this Constitution or its Bylaws but instead propose a change to some aspect of Campbell University.
   3. Have a "Therefore be it Resolved" clause that states the change recommended by SGA.
   4. Have any number of optional "Whereas" clauses that shall be composed of factual information and shall state reasons for the change.
   5. Have the option of containing a sheet of supplementary information that explains the intent of the author, contains additional facts, graphs, or charts, explains in explicit detail the process of carrying out a complicated resolution, and/or presents an argument in favor of passing the resolution that does not have to be limited to facts.
   6. Is sponsored and approved by at least one committee of SGA before being presented to Congress.
   7. Have been reviewed and approved by the Rules Committee to ensure compliance to the Constitution and its Bylaws, correct formatting, spelling, and grammar, and sufficient research has been done.
   8. May be passed by a simple majority.
B. Constitutional amendments are documents that:
   1. Seek to change either this Constitution or its Bylaws.
   2. Require a special process for passage, as outlined in the Constitution.
   3. Must be approved by the Rules Committee and Executive Council before being presented to Congress.
C. Proposed constitutions are documents that
   1. Seek to replace either this Constitution or its Bylaws.
   2. Must be passed by the special process outlined in the Constitution.
Title II. Submission of Proposals

All proposals must be submitted in final copy following a calendar presented by the Rules Committee at the beginning of the year. Proposals received after the deadline shall not be considered for the next congressional SGA meeting unless deemed an emergency situation by the Executive Council.

Title III. Advancement of Proposals

All proposals received in accordance with Bylaw III, Title II shall be distributed to all representatives and interested constituents at the Congressional meeting in which the proposal is to be discussed.

BYLAW IV
The Role of a Chair

A chair shall:

A. Be defined as anyone appointed by the Executive President and approved with a 2/3 majority vote of Congress, or otherwise granted the position by virtue of their office, to lead a deliberative assembly, of whatever size, be it a committee, council, or entire association.

B. Follow the current edition of Robert’s Rules of Order Newly Revised to the extent called for by the particular circumstances, using the general rule that the larger the group the more closely Robert’s Rules of Order Newly Revised must be followed.

C. Only vote in the case of a tie.

D. Maintain order during deliberations.

E. Has the authority to remove an individual from a meeting for inappropriate behavior.

BYLAW V
The Professor of the Year Award

Title I. The Professor of the Year Selection Committee

A. The Professor of the Year Selection Committee shall consist of:

1. The Selections Chair, who shall:
   a. Be the Academics Committee Chair.
   b. Organize and chair all meetings of the Professor of the Year Selection Committee.
   c. Appoint any necessary staff to serve as non-voting members of the committee.

2. The Executive President.

3. The Executive Secretary.

4. Members of the Academics Committee.

5. Any other member of Congress interested in serving on the committee.

B. All of the rules for a Congressional Committee, as outlined in the Constitution, apply to this committee.

Title II. Nomination Process

A. Nomination criteria will be decided by the Professor of the Year Selections Committee.

B. Nominations will be open to all constituents of SGA.

C. Only faculty of the undergraduate schools may be nominated.

D. Nominations will open in correlation with the nominations for Executive Council.
E. The committee is responsible for the distribution and collection of nominations.

**Title III. Presentation of the Award**

A. The type of award presented will be the responsibility of the Executive President, Executive Secretary, and Professor of the Year Selection Committee Chair.

B. The award will be presented by the Executive President, accompanied by the Professor of the Year Selection Committee Chair.

C. The date of the presentation will coincide with Honors Day at the University.