

Carnegie Mellon University

Constitution of the Student Body

Amended Spring 2001

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Article I--Name

The name of this union shall be the Student Body of Carnegie Mellon University.

10 *Article II--Object*

The object of this union shall be to safeguard and promote the welfare of its members.

Article III--Membership

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I. All students of Carnegie Mellon University are members of the Student Body.

II. All members of the Student Body are responsible for knowing and abiding by this Constitution.

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III. Only undergraduate members of the Student Body who pay the Individual Activities Fee will be eligible to hold office as a Student Senator.

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IV. Only graduate members of the Student Body who pay the Individual Activities Fee will be eligible to hold office as a Graduate Student Assembly Representative.

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V. All members of the Student Body who pay the Individual Activities Fee will be eligible to hold office as Student Body President, Student Body Vice-President, or Student Body Treasurer.

Article IV--Student Government

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I. The purpose of the Student Government is to see that the objectives of this union are carried out by enacting legislation to accomplish these objectives, by supervising and coordinating the execution and financing of extracurricular activities, by effecting punitive measures with respect to its rules, and by acting as the representative body for students to present their views to the faculty and administration.

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II. The Structure of Student Government

A. Student Government shall consist of a Legislative and an Executive Branch.

- 45 1. The Legislative Branch shall consist of two separate but
cooperating governing bodies
- 50 a) Undergraduate Student Government shall consist of a
single-chambered legislative body known as the Student
Senate. All Undergraduate Student Body legislative powers
shall be vested in the Student Senate. This body shall
operate according to the rules set forth in the Constitution
of the Student Body and the Bylaws of the Undergraduate
Student Body.
- 55 b) Graduate Student Government shall consist of a single-
chambered body legislative body known as the Graduate
Student Assembly (GSA). All Graduate Student Body
legislative powers shall be vested in the Graduate Student
Assembly. This body shall operate in accordance with the
rules set forth in the Constitution of the Student Body and
60 the Bylaws of the Graduate Student Body.
2. The Executive Branch shall consist of the Student Body President,
the Student Body Vice President, and the Student Body Treasurer.
The Executive Branch shall operate in accordance with the rules
set forth in the Constitution of the Student Body.
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Article V—Articles of Cooperation

- 70 I. The Student Senate and the Graduate Student Assembly recognize that some
activities should be conducted jointly by the two bodies. These duties are laid
forth in the Articles of Cooperation.
- II. Funding of Organizations
- 75 A. All Bodies of Student Government shall be responsible for allocating
funds in a manner consistent with the University’s Activities Fee Policy
and the University’s Statement of Assurance
- B. Student Senate and GSA are jointly responsible for allocating the activity
fee to recognized student organizations through an annual budget
process.
- 80 1. The budget process will be carried out by a joint committee made
up of Student Senators and GSA Representatives.
- a. The Joint Funding Committee (JFC) makes allocation
recommendations regarding all Activity Fee money except
as outlined in sections (1) through (3) below.
- 85 (1) 10 percent of undergraduate fees is given to Student
Senate for use as operating funds, special allocation
money, and reserve.
- (2) Forty Five (45) percent of graduate fees is given to
GSA for use as operating funds, special allocation,
and reserve.

- 90 (3) 25 percent of graduate fees is given to GSA for dissemination to graduate departments on a per-student basis as outlined in GSA bylaws, for use as outlined in GSA fiscal policy.
- 95 (a) If GSA bylaws are changed to remove the per-student funding provision, the 25 percent reverts to the Joint Funding Committee for allocation to organizations.
- 100 2. Budgets must be given final approval in a joint session of Student Senate and the Graduate Student Assembly.
- 105 a. A majority of each body must be present for quorum.
- b. Discussion is conducted as a committee of the whole.
- (1) The Student Body Treasurer acts as chair of the meeting.
- (2) The meeting will be conducted using Robert's Rules of Order, Newly Revised.
- 105 c. Votes are conducted separately.
- (1) Student Senate and the Graduate Student Assembly must both approve the budgets in order for them to pass.
- 110 C. Budgets must be approved by Student Senate and GSA by May 1st of the preceding academic year.
- D. Funded Groups
- 115 1. Organizations recognized by Student Senate or the Graduate Student Assembly are eligible to apply for funding as allowed under fiscal policy.
- III. Executive Branch of the Student Body
- A. President of the Student Body
- 120 1. Duties of the President
- a) Attend, or designate an alternate to attend, all Student Senate, Graduate Student Assembly, and Faculty Senate meetings as an ex-officio member.
- b) Post and keep weekly office hours at an on-campus and student-accessible location.
- 125 c) Review any legislation passed by Student Senate or the Graduate Student Assembly within seventy- two (72) hours of passage.
2. Powers of the President. The President may:
- 130 a) Veto legislation passed by Student Senate or the Graduate Student Assembly.
- (1) The President holds no line-item veto.
- (2) The President must submit the reason for any veto of Student Senate legislation to the Chair of Student Senate within one- hundred twenty (120) hours of passage of the vetoed legislation.
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(a) Student Senate may override a veto of Student Senate legislation with a 2/3 vote at the next regular Senate meeting following the chair's reading of the veto.

140 (3) The President must submit the reason for any veto of Graduate Student Assembly legislation to the President of the Graduate Student Assembly within one hundred twenty (120) hours of passage of the vetoed legislation.

145 (a) Graduate Student Assembly may override a veto of Graduate Student Assembly legislation with a 2/3 vote at the next regular Graduate Student Assembly meeting following the Graduate Student Assembly President's reading of the veto.

150 b) Create ad hoc committees and appoint chairs of ad hoc committees with the approval of a majority of Student Senate and the Graduate Student Assembly.

155 c) Call special meetings of Student Senate or of the Graduate Student Assembly pursuant to the guidelines set forth in this Constitution, the Bylaws of the Undergraduate Student Body, and the Bylaws of the Graduate Student Body.

160 d) Appoint a Vice President of the Student Body. In the case that the Vice President was not elected on a ticket with the President or that the position becomes vacant, this appointment must be approved by a majority of Student Senate and a majority the Graduate Student Assembly.

B. Vice President of the Student Body

1. Duties of the Vice President

165 a) Assist the President with student body matters, as deemed necessary by the President.

b) Succeed the President in the event that the President resigns from or is removed from office.

C. Treasurer of the Student Body

1. Duties of the Treasurer

170 a) Attend, or designate an alternate to attend, all Student Senate and Graduate Student Assembly meetings as an ex-officio member.

175 b) Keep account of the income, expenditures, and allocations of all funds under the control of Student Government.

c) Audit all Student Body funds at the end of the fiscal year and submit a written report to the Student Body President, the Chair of Student Senate, and the President of the Graduate Student Assembly before September 30 of that calendar year.

180 d) Prepare the annual budgets of the Student Body Treasurer.

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2. Powers of the Treasurer.
 - a) Subpoena the financial records of any Student Government-funded organization or funded activity.
 - b) Freeze the budget of any organization or activity provided funds by the Student Body.
 - c) Appoint assistants pending the majority approval of Student Senate.
 3. Assistants to the Treasurer
 - a) The assistants to the Treasurer shall have the right to review the budgets of any funded organization or funded activity.
 - b) The assistants to the Treasurer shall have the responsibility to report to the Treasurer any funded organization or funded activity that that may be running a deficit.
- D. Election of Officials
1. The President and Treasurer of the Student Body shall be elected in a general campus election held concurrent with the Student Senate's Spring elections. If a Presidential candidate chooses to run with a Vice President, both names shall appear on the same ticket for the election.
 2. To be listed on the ballot, a qualified candidate must submit to the Chair of the Elections Board or a member of the Student Senate or GSA Executive Committees a petition containing the printed names, signatures, and either the phone numbers or email addresses of one-hundred (100) Activity-fee students. Petitions may be submitted beginning on the first day of class in the semester in which the election is to be held and not later than fourteen (14) days prior to the election.
 3. The elections shall be held in accordance with the rules and procedures contained within the Student Senate Election Rules.
 4. Ties for the President and Treasurer of the Student Body shall be broken by a two-thirds (2/3) vote, each, of Student Senate and the Graduate Student Assembly
- E. Removal From Office
1. The President, Vice President, or Treasurer may resign by submitting his resignation to the Chair of Student Senate, who must notify Student Senate and the Graduate Student Assembly of the resignation at the next regular meeting of each organization.
 2. The President, Vice President, or Treasurer may be impeached by either of the following methods:
 - a) A two-thirds (2/3) vote of both Student Senate and the Graduate Student Assembly.
 - b) A petition submitted to Student Senate or the Graduate Student Assembly containing five hundred (500) printed names, signatures, and home phone numbers or email

addresses of members of the Student Body shall be sufficient to initiate impeachment hearings.

(1) The Executive Committee of the body receiving the petition will validate any such petition within one (1) week of its submission.

3. Removal

a) After receiving a request for impeachment, the Chair of Student Senate or President of the Graduate Student Assembly will announce the impeachment request, along with the reasons for the impeachment, at the first regular meeting of each body occurring at least one (1) week after receipt of the impeachment request.

b) Impeachment hearings shall take place at the first regular meeting of each body following the announcement of the request for impeachment, at which three-fourths (3/4) of the membership is present.

c) A three-fourths (3/4) vote of the members present at each impeachment hearing shall be sufficient to remove the official from office.

d) A removed official is not eligible to be elected to any Student Government position for a period of one (1) year from the date of removal from office.

4. If the President, Vice President, or Treasurer has not paid the Individual Activities Fee for the term of their office, it will be considered grounds for impeachment.

F. Vacancy

1. To be considered for a vacant President's seat, a member of the Student Body must submit a petition to Student Senate or the Graduate Student Assembly which identifies the office being sought and containing one hundred (100) printed names, signatures, and phone numbers or email addresses of members of the Student Body who have signed no other petition for the vacant President seat.

2. To be considered for a vacant Treasurer's seat, a member of the Student Body must submit a petition to Student Senate or the Graduate Student Assembly which identifies the office being sought and containing one hundred (100) printed names, signatures, and phone numbers or email addresses of members of the Student Body who have signed no other petition for the vacant Treasurer seat.

3. If a name appears on more than one (1) petition for the vacant President seat, that name will be invalid on all petitions for President on which it appears.

4. If a name appears on more than one (1) petition for the vacant Treasurer seat, that name will be invalid on all petitions for Treasurer on which it appears.

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5. The petition shall be validated by the Executive Committee of Student Senate or the Graduate Student Assembly, within five (5) school days of submission when the bodies are in session.
 6. A majority vote of Student Senate and the Graduate Student Assembly in favor of a validated petitioner shall be required to install a new President or Treasurer.

280 IV. Joint Funding Committee

A. Membership

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1. The Joint Funding Committee contains nine (9) members, made up by the percentage of funds used for allocation to Student Organizations contributed to the Joint Funding Committee by the Student Senate and the Graduate Student Assembly, respectively.
 2. The Chair of Student Senate's Funding and Recognition Committee and the Treasurer of the Graduate Student Assembly are standing members of the committee.
 3. Other representatives are appointed by each body.
 - 290 4. The Student Body Treasurer is an ex-officio member of the Joint Funding Committee.
 5. The Joint Funding Committee will select its own chair.

B. Voting

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1. A simple majority will be sufficient unless otherwise specified.

C. Meetings

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1. All Joint Funding Committee meetings are open to the public, however the committee may close a meeting to the public with a two thirds (2/3) majority vote.
 2. Notice of meetings shall be posted to cmu.student.government and assocs.gsa bulletin boards.
 3. The Joint Funding Committee shall meet at least once every complete month of the Fall and Spring semesters.
 - 305 4. The Joint Funding Committee shall not meet when either Student Senate or the Graduate Student Assembly is out of session.

V. Fiscal Policy

310 A. This Fiscal Policy will apply only for all funds allocated through the Joint Funding Committee.

B. Student Senate and the Graduate Student Assembly jointly possess the authority to allocate funds from the undesignated portions of the Undergraduate Activities Fee and Graduate Activities Fee, as specified by Article V of this Constitution, for use by student organizations.

C. Budgeting Restrictions

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1. Funds may not be requested in the following categories:
 - a. Student Salaries
 - b. Alcohol

- 320 2. Funds may not be requested may spend money in the following categories only with the approval of a three-fourths (3/4) vote of the Joint Funding Committee:
- a. Transportation
 - b. Travel expenses
 - c. Outside-organization membership dues
 - 325 d. Taxes
 - e. Coaching expenses
 - f. Management and consulting fees
 - g. Subscriptions
 - h. Food and non-alcoholic beverages
 - i. Leasing of off-campus facilities.
- 330 3. The above-mentioned categories may also be financed by supplementary income.
4. All groups may be required to finance a portion of their budgets by supplementary income.
- 335 5. All of an organization's events which are financed by the Activities Fee must be germane to the primary purpose of the group.
6. Uniforms
- a. Student Government will consider subsidizing up to twenty-five (25) percent of the cost of uniforms per person, not to exceed fifteen (15) dollars per person per uniform.
 - 340 b. The Joint Funding Committee may allow subsidies greater than twenty-five (25) percent of the cost of uniforms per person or greater than fifteen (15) dollars per person per uniform with a three-fourths (3/4) vote.
 - 345 c. Uniforms will be subsidized no more than once every three (3) years.
 - d. Student Government will not subsidize personal equipment, which is defined as equipment or clothing which will not be available for use by subsequent club members (mouthpieces, socks, etc.).
- 350 7. Buggy
- a. A buggy program funded by Student Government must provide at least seventy-five (75) percent of its buggy maintenance budget each year from non-subsidy income.
 - 355 b. Student Government will only consider funding the construction of a buggy by as funded buggy program once every four (4) years. At that time, at least thirty-three (33) percent of the cost of the buggy must be provided from non-subsidy income.
 - 360 c. The Joint Funding Committee shall have the power to set a cap for the subsidy of buggy programs for non-funded organizations. If the Joint Funding Committee does not announce a cap by the deadline for budget submission, the

cap shall be the equivalent of the cap for the previous year, adjusted for inflation as specified in this document.

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8. Booth

a. A funded student organization or funded activity must provide at least fifty (50) percent of its booth-building budget each year from non-subsidy income.

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b. The Joint Funding Committee shall have the power to set a cap for the subsidy of booth-building for non-funded organizations. If the Joint Funding Committee does not announce a cap by the deadline for budget submission, the cap shall be the equivalent of the cap for the previous year, adjusted for inflation as specified in this document.

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9. The Joint Funding Committee will submit to the Student Senate and the Graduate Student Assembly, with the budget, a line-item list of all expenditures that were approved as uses of an organization's subsidy by a three-fourths (3/4) vote, as specified in Article V, Section V, Subsection B, in Paragraph 2 and Paragraph 5, Subparagraph b.

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D. In order to protect itself from financial loss, Student Government is to keep between seven (7) and fifteen (15) percent of its budget on reserve in a separate account prior to the allocation of any other money, including that specified in Article V, Section II, Subsection A, Paragraph 1, Subparagraph a. This contingency fund may only be used for covering a net deficit in the Master Activities Fee account. This figure should be appropriately adjusted annually by the Joint Funding Committee to protect against any financial loss.

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E. At the end of the fiscal year, each organization shall return to the Master Activities Fee account the amount of its surplus. The amount returned shall not exceed the amount of the organization's subsidy. The Joint Funding Committee reserves the right to remove the excess funds of an organization if the committee deems it necessary. The excess amount which can be removed shall not exceed the Student Government subsidy.

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F. Deficits

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1. For all organizations incurring a deficit, Student Government will bear financial responsibility only for an amount not to exceed the amount of money originally budgeted to the organization by the Joint Funding Committee.

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2. If any organization incurs a deficit at the end of the year, an amount up to the amount of the deficit, not to exceed the Student Government subsidy, may be subtracted from their next year's Student Government allocation. If an organization incurs a deficit for two (2) years, it shall be subject to a review by the Joint Funding Committee, the Student Body Treasurer, or the legislative bodies of Student Government, which may result in probation, suspension of funds, or removal of funded recognition.

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G. Audits and Inventory Lists

- 410 1. All financial records of organizations or funded activities receiving funds from Student Government shall be open to the Chair of the Joint Funding Committee, the Chair of the Funding and Recognition Committee, the Graduate Student Assembly Treasurer, the Student Body Treasurer, and the Account Director. Audits of the financial records of all funded organizations or
- 415 funded activities will be held at least once a year.
- 420 2. Inventory lists may be requested at any time by the Chair of the Joint Funding Committee, the Chair of the Funding and Recognition Committee, the Graduate Student Assembly Treasurer, the Student Body Treasurer, or the Account Director. If no inventory list is submitted the funds of the organization or funded activities may be frozen. Organizations or funded activities must be made cognizant of this contingency at the time of the request of the inventory list.
- 425 H. No outside bank accounts will be permitted for any organization recognized as a funded organization.
- I. Funding Disclosure (100%) Rule
- 430 1. If one hundred (100) percent of an organization's, activity's or event's budget is financed by the Activities Fee, then all advertising and printed material of that organization must include the phrase: "Funded by your Activities Fee"
- 435 2. If less than one hundred (100) percent of an organization's, activity's or event's budget is financed by the Activities Fee, then all advertising and printed material of that organization must include the phrase: "Funded in part by your Activities Fee"
- J. Funding of Events
- 440 1. Events which donate any portion of their proceeds to charity will not be funded by the Activities Fee.
2. Events which are discriminatory will not be funded by the Activities Fee.
- K. Account Director
- 445 1. All purchases or reimbursements from University accounts are to be made through the account director
2. The Account Director reserves the right not to reimburse any money spent without the prior approval of the Account Director
- 450 3. On-campus purchases are to be made with a purchase requisition, available from the Account Director prior to the purchase
4. A purchase of less than fifty (50) dollars can be reimbursed by the Account Director using a reimbursement request
5. Funded Organizations must acquire a purchase requisition from the Account Director in advance for all purchases greater than fifty (50) dollars
6. Funded Activities may submit receipts for line items approved by the Joint Funding Committee for any amount up to the complete amount of their subsidy

- 455 7. Funded Activities may only request purchase requisitions from the
Account Director which specify only item approved by the Joint
Funding Committee
- L. All organization business managers are required to do the bookkeeping for
their organizations using the accounting categories of their approved
460 budgets.
- M. Expenditures submitted for payment after the close of the fiscal year will
be paid out of current fiscal year funds. This does not apply to purchases
made prior to the close of the fiscal year but not invoiced until after the
close of the fiscal year.
- 465 N. Information and Time Considerations
1. All organizations recognized as funded by the Student Senate or
the Graduate Student Assembly will be subsidized by the Student
Activities Fee between the first July 1 following the date that the
Student Senate and GSA approve their budget and the following
470 June 30.
- 2.
- a. The Chair of the Joint Funding Committee will schedule at
least two (2) information sessions within the first month of the
spring semester to explain the budget process and hand out the
475 budget information packets.
- b. All organizations that wish to schedule a budget hearing with
the Joint Funding Committee must be represented by their
appropriate officers at one of these sessions
3. The organization is required to submit the completed allocation
request form, inventory forms, and organizational survey forms by
480 the time specified in the budget packet.
4. At the end of the committee budget hearings, all organizations
requesting subsidies from the Student Activities Fee will be listed
in The Tartan along with the subsidies recommended by the Joint
485 Funding Committee and the date for the joint Student
Senate/Graduate Student Assembly hearing of the budgets.
5. At the joint budget hearings, any students with opinions of the
budgeting process should explain their views to Student Senate
and the Graduate Student Assembly.
- 490 O. Spring Carnival and Sweepstakes will automatically be allocated twenty-
five (25) percent of their previous year's allocation upon submission of a
completed budget packet, unless that group is affected by Article V,
Section IV Subsection E above.
- 495 P. A member of a funded organization who does not pay the Activities Fee
must pay into the organization an amount equal to the average
contribution to the organization of a student who does pay the Activities
Fee. This amount is in addition to any dues levied by the organization. If
more than five (5) percent of an organization does not pay the Activities
Fee, said organization is required to submit a list of the non-Activities

500 Fee- paying members, including its additional contributions, to the
Funding and Recognition Committee when its budget is being considered.

Q. Budget Process

505 1. The Joint Funding Committee is responsible for publicizing all of
the deadlines specified above. In addition, an announcement
should be made in The Tartan and The Student Union that an
organization must be recognized as a funded organization or must
be recognized as non-funded organization and seeking a subsidy
from a specific activity to benefit the campus community by
Student Senate or the Graduate Student Assembly if it wishes to be
510 subsidized by the Activities Fee.

2. Scheduling for budget hearings will be done on a first-come, first-
served basis for organizations or funded activities who have
submitted their budgets by the specified deadline.

515 3. Upon approval by a majority of the Joint Funding Committee, a
paid secretary may handle all of the paperwork for the Joint
Funding Committee.

4. All organizations or funded activities have the option of
withdrawing from the budget allocation process by informing the
Joint Funding Committee

520 R. The Joint Funding Committee has the right to reevaluate any budget that
has not been approved by Senate and the Graduate Student Assembly, and
also the right to enact retroactive across-the-board cuts to all organizations
and funded activities if deemed necessary, pending the approval of
Student Senate and the Graduate Student Assembly.

525 S. By order of the executive committee of either the Student Senate or the
Graduate Student Assembly, pending an investigation by the ordering
executive committee, violations of Student Government Fiscal Policy may
result in:

530 1. The immediate impoundment of an organization's inventory and
Student Government-allocated funds

2. Probation. Organizations on probation must follow the Probation
Regulations set forth below.

a. Approval of Events

535 (1) All of the organization's events must be approved
by the Executive Committees of the body which has
recognized the organization.

(2) Multiple events may be approved at one time.

(3) This approval requirement applies to all postering,
meetings, practices, social gatherings, or any other
540 event conducted by the organization.

b. The Executive Committees reserve the right to commission
an audit of the organization's financial records without
notice.

c. Membership Information

- 545 (1) The organization will routinely report the number
of Carnegie Mellon students maintaining active
membership in the organization to the Executive
Committees of Student Senate and the Graduate
Student Assembly. Routine reporting shall be
550 defined as issuing a report at the time any change in
the number of Carnegie Mellon students
maintaining active membership status occurs.
- (2) The organization will keep the Executive
Committees supplied with a current list of names of
555 all members of the organization who are not
Carnegie Mellon students.
- d. Violation of Probation Regulations
- (1) If the Executive Committees find that an
560 organization on probation violates these regulations,
the Executive Committees may suspend the
recognition of that organization pending an
investigation.
- (2) Within four (4) weeks of suspending recognition of
565 an organization, the Executive Committees will
make recommendations to Student Senate and the
Graduate Student Assembly concerning said
organization. If the bodies fails to ratify the
suspension of recognition, the organization will
have its recognition reinstated.
- 570 3. Suspension of recognition.
4. Change in recognition status.
- T. Selling of equipment
1. Any plans to sell an organization's equipment that was purchased
575 even partially with monies allocated by Student Government must
be approved by the Joint Funding Committee or the legislative
body that recognized the organization.
2. All money, up to the amount allocated by Student Government,
collected through the sale of an organization's equipment will be
580 returned to the Master Activities Fee account unless otherwise
redirected by the Student Senate or the Graduate Student
Assembly.
3. Student Government will accept the loss caused by depreciation on
all equipment purchased through allocations of Student
Government.
- 585 U. Student Government will not be financially responsible for, and shall not
be required to reimburse the organization for, the loss of or damage to any
property in possession or care of any organization.
- V. Organizations not previously funded
1. New organizations, or organizations not receiving funding during
590 the previous year, will not be funded in excess of \$500.

2. Organizations not previously funded are those that:
- a. Are new to the Carnegie Mellon campus.
 - b. Have been recognized as non-funded and have recently received funded recognition.
 - c. Have funded recognition but were not funded during the previous year.

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- W. Student Senate and the Graduate Student Assembly can override Student Government Fiscal Policy with a two-thirds (2/3) vote of each body, provided at least one (1) week's notice has been given of the proposed override.

VI. Budget appeals process

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- A. After the Joint Funding Committee votes to approve budgets, they must be disseminated to the representatives of the organizations and activities which requested funds, with a minimum of one week's notice before appeals deadline.

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- 1. Organizations and activities which requested funds wishing to file an appeal must submit formal notice of appeal to the JFC chair within 24 hours of the scheduled appeals meeting.
- 2. Notice of the appeals deadline and the scheduled days and times for appeals hearings must be posted to `cmu.student.government`, `cmu.student.government.organizations`, and `assoc.gsa` bulletin boards and sent to contacts for all organizations.

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- B. Two representatives of each appealing organization may speak at the appeals meeting. Other concerned parties may submit information in writing to be passed on to the committee.

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- C. The Joint Funding Committee may vote to accept all or part of the appeal.

VII. Dissemination of budget proposals

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- A. After it concludes its appeal process, the Joint Funding Committee must disseminate its budget recommendations to members of Student Senate and the Graduate Student Assembly at least one week prior to the joint meeting.

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- B. The Joint Funding Committee budget recommendations must be published in the Tartan at least one week prior to the joint meeting.

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- 1. Senators and GSA Representatives may lodge an appeal to any budget, either on their own behalf or at the request of a club member.
 - a. Appeals must be submitted to JFC chair at least 24 hours prior to the joint meeting, so the committee has time to prepare necessary handouts for all attendees.
 - b. Appeals must be submitted as amendments to the budgets proposed by the Joint Funding Committee.
- 2. Appeals will be discussed the final joint budget meeting.

- a. Appeals are handled in the order they were received, with the member making the appeal having the first chance to explain the motion.
- 640 b. Voting on amendments is handled in the same manner as voting on the final budget – a majority of each body must vote in favor in order for the amendment to pass.

VIII. Excess funds

- 645 A. Unbudgeted activity fees will be returned to the Student Senate and the GSA for use as special allocations and reserve.
 - 1. Surplus money will be divided according to the percent that was contributed by undergraduate and graduate students.
- 650 B. Money that is budgeted but not spent by an organization reverts to the Master Activity Fee account, to be used solely for organization budgets in the next year.
- C. Student Senate and Graduate Student Assembly surpluses, if any, revert to the accounts of the respective bodies.

655 IX. Impasse provision

- A. If budgets are not approved by Student Senate and the Graduate Student Assembly by the May 1 deadline, the operating budgets of both bodies are to be frozen until the budgets are approved.
 - 660 1. The freeze does not apply to reserve funds held by either body.
 - 2. Organizations that have submitted budget requests, if they received a budget during the previous year, will automatically receive 25 percent of their previous year's budget amount if the impasse continues into the next fiscal year.
 - 665 3. Graduate departments will receive 25 percent of their per-student allocation.

X. Activities Fee

- 670 A. The Activities Fee shall be the funds that are collected from the Individual Activities Fees and that are placed under the control of Student Senate and the Graduate Student Assembly by the Carnegie Mellon University Board of Trustees.
- B. The Individual Activities Fee is the contribution of an individual student towards the Activities Fee and shall be determined by the Carnegie Mellon University Board of Trustees upon recommendation by Student Senate and the Graduate Student Assembly.
- 675 C. The fee will increase each year according to the rate of inflation, as measured by the Consumer Price Index for the previous calendar year.
 - 680 1. The appropriate Consumer Price Index measure will be the national rate of increase measured by the U.S. Bureau of Labor Statistics for all urban consumers (CPI-U) for the previous calendar year.
- D. Additional increases

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1. Student Senate may increase the undergraduate activities fee with a majority vote.
 2. The Graduate Student Assembly may increase the graduate activities fee with a majority vote.
- E. Decreases
- 690 1. Either body may request a decrease in their constituency's activity fee.
 - a. The Joint Funding Committee must approve the decrease by a 2/3 majority.
 - 695 (1) If the Joint Funding Committee rejects the proposal, the decrease is not allowed.
 - (2) If the Joint Funding Committee approves the proposal, it goes before Student Senate and the Graduate Student Assembly.
 - (a) The proposal must be passed by a 2/3 majority of each body.
 - 700 F. Any recommendation to change the activity fee by more than 5 percent must be approved by the affected student body in a binding referendum.
 - 705 1. Only students who have paid their Activities Fee will be eligible to vote in any referendum that will influence its distribution or amount.
- XI. Good-Faith Clause
- 710 A. This clause can only be enacted if Student Senate or the Graduate Student Assembly has probable cause to believe that the other body has been derelict in its duties as laid forth and implied in this article of the bylaws.
 - B. If enacted, Student Senate and the Graduate Student Assembly will be subject to binding arbitration conducted by a neutral third party who has no stake in the distribution of funds or the relationship between Senate and the GSA.
 - 715 1. This arbiter can be a member of the campus community or an professional outside mediator.
 - a. A majority vote of each the two organizations' combined executive committees will be sufficient to approve an arbiter.
 - 720 2. Student Senate and GSA will split the cost of any outside arbitration.
 - a. Funding must come from the operations or reserve accounts of the two bodies, not the master activity fee account.
 - 725 C. Funding during arbitration will be handled in the same manner as in Article V, Section IX above.

Article VI--Student Organizations

- 730 I. Student Senate and the Graduate Student Assembly have the power to provide
Student Government recognition of student organizations. All student
organizations wishing to retain Student Government recognition must adhere to
735 the policies set forward in the Bylaws of the Undergraduate Student Body and the
Bylaws of the Graduate Student Body. Either Student Senate or Graduate Student
Assembly may modify or revoke recognition of a student organization, but a 2/3
majority of either body may veto a resolution by either body to ratify or revoke a
student organization's recognition.
- 740 II. The purpose of Student Government recognition of student organizations is to
allow for the controlled usage of Student Activities facilities and to regulate the
presence on campus of different organizations.
- 745 III. All graduate departments and the GSA Social Committee are exempt from the
funding restrictions set forth in Article V Section V Subsection B Subsection 1 of
this Constitution.

Article VII--Terms and Definitions

- 750 I. Notification of Student Senate or Graduate Student Assembly shall be satisfied by
a message posted on the respective official electronic bulletin board of Student
Senate or the Graduate Student Assembly or by electronic mail.
- 755 II. Approval, unless otherwise noted, shall consist of a majority vote of the
respective body.
- III. A two-thirds (2/3) vote, unless otherwise noted, will be satisfied by an affirmative
vote of two-thirds (2/3) of the Senators or Representatives present at any
particular meeting.
- 760 IV. A funded activity shall be defined as an activity for the benefit of the campus
community sponsored by an organization recognized as either a funded or non-
funded organization.

Article VIII--Amendment

- 765 I. Proposed amendments to this Constitution must be submitted in writing to the
Student Senate and the Graduate Student Assembly at a regular meeting of each
body.
- 770 II. The Executive Committees of each representative body must make a
recommendation on the proposed amendments within one (1) week after the
meeting at which the proposal for amendment was submitted.

775 III. The proposed amendments must be considered by Student Senate and the Graduate Student Assembly at the next regular meeting after which the proposal for amendment was submitted.

780 IV. To be adopted, an amendment must receive a two-thirds (2/3) vote in both the regular Student Senate meeting and regular Graduate Student Assembly meeting immediately following the meetings at which the proposal for amendments was submitted.

785 V. Student Senate has sole authority to amend the Bylaws of the Undergraduate Student Body.

VI. The Graduate Student Assembly has sole authority to amend the Bylaws of the Graduate Student Body.

790 Ratified 10/16/97
Fiscal Policy Revised 2/12/98
Amended 5/1/01