

4 ✓USF System □USF □USFSP □USFSM

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7 **Number:** USF6.028
8 **Title:** Student Government Associations
9 **Responsible Office:** Student Affairs and Student Success

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14 (1) The Student Government Associations (SGA) of the University of South Florida System
15 (USF System) are organized and maintained by students as the official representative of the student
16 body with the recognition that ultimate authority for university affairs rests with the Board of
17 Trustees, President and/or -designee.

18 (a) The President of the USF System (President) is responsible for the operations and
19 administration of the University, which includes but is not limited to providing purchasing,
20 contracting and budgetary review processes for Student Government Associations.

21 (b) The President has delegated administrative authority for the USF System Campus
22 Student Government Associations to the following delegates as follows (and referred to in the
23 Policy as the “President’s designee”: ~~(hereinafter referred to as “President’s designee”)~~

24 **USF Tampa:** Vice President for Student Affairs and Student Success or designee
25 **USF St. Petersburg:** Regional Chancellor or designee
26 **USF Sarasota-Manatee:** Regional Chancellor or designee

27 (c) Each SGA is authorized to make recommendations to the President’s designee
28 concerning all University policies, regulations, and operating procedures, which significantly
29 affect the student body and, further, is authorized via each- Student Body President to nominate
30 students to serve on University committees, councils, and boards, which have student
31 membership or representation.

32 (d) Each SGA must submit existing and any proposed changes in the SGA governing
33 documents (documents will include all statutes, rules of procedures, standard operating
34 procedures, Student Body Constitution, and the Executive Branch Administrative Code) to the
35 President or the President’s designee for review as stipulated below in the sub clauses. No SGA
36 governing documents will be considered in force or enacted until the President or President’s
37 Designee provides written approval of final documents unless stated otherwise.

38 i. All existing governing documents must be submitted for annual review by the first day
39 of classes of the Fall Semester.

40 ii. — All revisions or proposed changes to governing documents must be submitted within
41 one month from the first day of Fall and/or Spring semesters with at least thirty (30)
42 days prior to its intended implementation within SGA .

43 a. All election related governing documents must be submitted thirty (30) days before
44 the first day of class of the semester the rules will be implemented.

45 iii. All rules of procedure, standard operating procedures, and the Executive Branch
46 Administrative Code may be implemented immediately, however, the President and/or
47 the President's designee reserves the right to review and approve or reject them

48 (2) Each SGA is authorized to allocate and expend Activity and Service (A&S) fees subject to the
49 line item veto power of the President/ and/or President's designee of any item or portion thereof.

50 (a) Fees must be allocated and expended for lawful purposes to benefit the student body in
51 general.

52 (b) Each SGA will propose a budget for submission to the President on an annual basis.

53 (c) Each SGA shall establish and follow a funding process, which will include guidelines for
54 viewpoint neutrality and specific budget details and requirements.

55 (d) Information concerning the membership and mission of each student organization must
56 be provided upon request for the President's and/or designee's consideration prior to approval
57 of the budget.

58 (e) Expenditures of budgeted/allocated A&S funds must be in accordance with Section
59 1009.24 Florida Statutes. All SGA purchases, contracts, expenditures and disbursements must be
60 reviewed and approved by the President's and/or designee to assure compliance.

61 (f) All Activity and Service Fees shall be maintained in university accounts. All contracts,
62 memorandums of agreement/understanding, and purchases shall be made in accordance with
63 university rules, and all appointments and payments of personnel shall be made in accordance
64 with University personnel and payment procedures.

65 (g) At the end of each university fiscal year, unexpended Activity and Service Fees shall
66 revert to Student Government for reallocation in the subsequent year.

67 (h) The ~~President's~~ President and/or designee requires that SGA officers and appropriate
68 University staff undergo periodic training concerning the application of laws and administrative
69 rules to SGA expenditures.

70 —(3) Any elected or appointed student government official who has been convicted of a felony
71 shall be immediately suspended from office and temporarily replaced. The President's ~~s~~ and/or
72 designee will appoint a temporary replacement if the succession or other established SGA process is
73 unable to produce a replacement. If the conviction or verdict is overturned on appeal, the suspended

74 student government official will retake the office. If the conviction or verdict is not overturned and
75 all rights of judicial appeal have been exercised, waived or expired, the suspension will become a
76 permanent removal. This procedure is distinct from and in addition to the processes of the USF
77 Student Code of Conduct.

78 (4) Registered students may petition for a re-call election on whether an elected or appointed
79 student government official should be removed from office anytime for conduct that falls into any
80 one of the following:

81

82 Malfeasance

83 Misfeasance

84 Nonfeasance

85 Incompetence

86 Neglect of Duty

87 Inability to perform official duties

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89 Recall elections will be held within 30 business days of the filing of the petition and the officer will
90 be removed upon a majority vote of the students participating in the recall election.

91 (5) To be eligible to serve, an SGA officer whether elected, appointed and/or voluntary must be
92 in good academic standing as defined by the USF System institution and its own governing Student
93 Body Constitution and/or by-laws. All officers, student employees, and student members of the
94 Student Government Association shall be enrolled at the University of South Florida for a minimum
95 of six (6) credit hours as a degree seeking undergraduate student or four (4) credit hours as post-
96 baccalaureate student, shall maintain a minimum cumulative institutional 2.5 grade point average as
97 an undergraduate student or a 3.0 grade point average as a graduate student, and must not be under
98 probation, suspension, or expulsion by the University.

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100 *Authority: Article IX, Sec. 7, Fla. Constitution, Fla. Board of Governors Regulations 1.001, 6.014; Sections*
101 *1004.26, 1009.24, FS.*

102 *History – New (BOT approval) 6-10-98, Formerly 6C4-6.014, F.A.C. Amended 6-1-99, 07-28-05, 12-8-11,*
103 *2-11-15 (technical).*