

USF System USF USFSP USFSM

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Title: Student Government Associations
Responsible Office: Student Affairs and Student Success

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

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

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

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

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

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

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

- ii. All revisions or proposed changes to governing documents must be submitted within one month from the first day of Fall and/or Spring semesters with at least thirty (30) days prior to its intended implementation within SGA
 - a. All election related governing documents must be submitted thirty (30) days before the first day of class of the semester the rules will be implemented.
- iii. All rules of procedure, standard operating procedures, and the Executive Branch Administrative Code may be implemented immediately, however, the President and/or the President's designee reserves the right to review and approve or reject them

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

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

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

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

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

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

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

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

(h) The President and/or designee requires that SGA officers and appropriate University staff under-go periodic training concerning the application of laws and administrative rules to SGA expenditures.

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

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

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

Malfeasance

Misfeasance

Nonfeasance

Incompetence

Neglect of Duty

Inability to perform official duties

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

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

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

History – New (BOT approval) 6-10-98, formerly 6C4-6.014, F.A.C. Amended 6-1-99, 07-28-05, 12-8-11, 2-11-15 (technical), 6-8-17.