**Student Government Association Senate**

**Northern Illinois University**

**2:00 p.m. – Friday, *March 22nd, 2024***

**Holmes Student Center Sky Room**

**Public Streaming:** [**http://go.niu.edu/SGASenateLive**](https://niu-edu.zoom.us/j/82215987778?pwd=SlBtaEFiaG0xWmp0SWs4b0VZZVhpZz09)

***Members of the public wishing to give public comment, please submit an*** [***Intent to Speak***](https://cglink.me/2sZ/s54) ***form, no later than 11:59 pm, March 21st, 2024.***

1. Call to Order and Roll Call
2. Verification of Quorum
3. Public Comments
4. Approval of Minutes
5. From March 1st, 2024

*Minutes are distributed electronically to the Senate.*

1. Approval of Agenda
2. Speaker’s Report
3. Special Report
4. Office of the Speaker Report(s)
5. Committee Report(s)
6. Executive Branch Report(s)
7. Cabinet Report(s)
8. Old Business
9. SR55043: A resolution to amend the SGA Bylaws to consolidate the HR Policy
10. New Business
11. SB55018: A Bill to add additional annual funding for qualified organizations
12. SB55019: This bill gives the DEI and CLGA committees a suggestion of what their meetings should consists of as well as better connecting SGA with the broader campus
13. SB55020: A bill to create a “town hall” event so that the Senate has a better chance to hear the voice of the student body
14. SR55044: A resolution to recognize student organizations
15. SB55021: Changes the requirements for running a special election
16. SB55022: Changes the way attendance is taken for committee meetings
17. SB55023: Changes the way write-ins can campaign
18. Announcements
19. Adjournment

Please be advised that public comments will be limited to five (5) minutes per person, and that any one

topic may not be discussed for more than 15 minutes.

We acknowledge that we are on the traditional land of the Peoria, Kaskaskia, Piankashaw, Wea, Miami,

Mascoutin, Odawa, Sauk, Mesquaki, Kickapoo, Potawatomi, Ojibwe, and Chickasaw Nations.

**­­Old Business First Reading**

**Agenda Item:**  A  1 March 2024

**Author:** Clerk Corpuz, Speaker Hensley

**Sponsor:** Clerk Corpuz, Speaker Hensley

**ENROLLED SENATE RESOLUTION 55043**

**Fifty-Fifth Session**

**Summary**: A resolution to amend the SGA Bylaws to consolidate the HR Policy

**Legislation:**

WHEREAS, the current SGA Bylaws does not clarify the details for meeting of a verbal warning;

WHEREAS, the current SGA Bylaws does not clarify an exact deadline for a verbal warning to be given;

WHEREAS, a verbal warning shall have a deadline to follow so that action is taken and not delayed longer than necessary;

WHEREAS, a verbal warning should have a certain amount of criteria that needs to be neglected in order to escalate it into a written warning;

WHEREAS, a written warning shall have a similar deadline requirement as a verbal warning;

WHEREAS, deadlines hold SGA officers accountable on either side and requires them to fulfill their duties and receive the proper corrective actions respectively;

WHEREAS, an SGA officer who receives a verbal/written warning can be given multiple opportunities to receive a verbal warning before escalating to written warnings and/or suspensions;

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate

shall have the power to create and amend the SGA Bylaws”;

THEREFORE, the students of Northern Illinois University represented in this Senate enact following changes be added to the Student Government Association Constitution:

**Section 3**

**Corrective Action Procedures**

1. The Student Government Association shall conduct itself in accordance with university policies and procedures related to human resources and employee management insofar as they do not conflict with the policies detailed below or in other governing documents of the SGA. In addition to compliance with these policies, failure to uphold the duties and responsibilities set forth in this and other SGA governing documents shall result in corrective action focused on accountability, cooperation, and personal growth in leadership. Officers of SGA should conduct themselves appropriately and with the understanding that they are representatives of the NIU student body.
2. Corrective action may only be taken towards supervisees by supervisors. No retaliatory or discriminatory corrective action may be taken under any circumstances.
   1. Verbal warnings shall be issued verbally upon confirmation of a minor violation of SGA policies. Minor violations are those that do not significantly interfere with the function of the SGA, and might consist of missing staff reports, failure to report to the Senate, failure to attend required meetings, or any number of other infractions. The issuing supervisor shall collect a signature at the time of the warning. Refusal to sign or failure to attend a meeting about the verbal warning shall automatically escalate the verbal warning to a written warning.
      1. Mandatory meetings are to be scheduled with the supervisor(s) within three (3) business days
      2. Mandatory meetings for verbal warnings are to be held within five (5) business days of receiving a formal notice for a verbal warning.
      3. If the supervisor has conflicting schedules with the officer within the five (5) business days, a three (3) day extension shall be given, with a notice sent to all other supervisors as to the reason of the extension (i.e. Speaker, President, Chief Justice, and Student Advisor)
   2. Written warnings shall be issued in writing upon confirmation of a more serious violation, or if the SGA officer fails to modify their behavior after a verbal warning and violates the same policy again after a minimum of 5 business days. Serious violations might include, but are not limited to, improper office conduct, missing or late agendas or minutes, irresponsible or unethical use of SGA position, or violation of the NIU Student Code of Conduct. The officer shall return a signed copy of the warning to the supervisor within ~~two (2) weeks~~ ten (10) business days of receipt. Refusal to sign a written warning ~~shall result in a~~ ~~second written warning~~ shall automatically escalate the written warning to a suspension.
      1. Non-required meetings for written warnings may occur anytime during the ten (10) business day window
   3. Suspension shall be a temporary removal from one’s position and duties (typically five (5) or ten (10) business days), issued in writing, without pay if applicable. The length of suspension shall be determined at the discretion of the supervisor in coordination with the SGA Advisor. Suspension shall include an action plan, created by the supervisor, SGA Advisor, and SGA officer, detailing practical steps to improvement and a timeline. Matters that may necessitate suspension include, but are not limited to, repeated offenses following a written warning after a minimum of five (5) business days, violations of SGA election policy, abuse of the privileges of office, time clock fraud, or major violations of the SGA Code of Conduct. Accumulation of three or more written warnings for unrelated policy violations shall result in an automatic suspension upon any further violations. All duties and responsibilities, as well as pay, shall resume at the conclusion of the suspension period.
   4. Termination shall be a last-resort action resulting in removal from one’s SGA position, delivered in writing, taken by a supervisor upon confirmation of continued violation of SGA policies, failure to uphold the steps of an action plan according to its timeline, or a violation so serious that no corrective action is possible, such as intentional mismanagement of SGA funds. Termination by a supervisor shall result in a loss of pay, when applicable. All terminations must include an exit meeting between the supervisor, SGA officer, and SGA advisor. Supervisors shall author a piece of legislation to be presented to the Senate for a vote of removal from office. Should this legislation fail, the officer may choose to continue working without pay. Officers who receive stipends shall be paid a prorated amount proportional to their time worked.

***This act is ordered to take immediate effect.***

**­­­New Business First Reading**

**Agenda Item:**  A   **22 March 2024**

**Author:** Treasurer Larkin, Deputy Speaker English, Speaker Hensley

**Sponsor:** Deputy Speaker English

**ENROLLED SENATE BILL 55018**

**Fifty-Fifth Session**

**Summary:** A Bill to add additional annual funding for qualified organizations

**Legislation:**

WHEREAS, the bylaws currently have four annual funding tiers available for student organizations,

WHEREAS, these tiers do not account for competition organizations who request more funding;

WHEREAS, the SGA would be better able to support student organizations if the Finance Committee could fund competition organizations with annual funding instead of supplemental funding;

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate shall have the power to create and amend the SGA Bylaws”;

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the following changes be made to the SGA Bylaws,

**PART IV**

**ARTICLE II**

**Section 2**

**Finance Subcategories**

1. The annual budget shall consist of four (4) subcategories. The annual budget requests for the Student Government Association recognized organizations and certain university departments and offices shall be reviewed in each of these assigned categories as determined by the SGA Finance Committee. Funds allotted to each SGA-recognized organization will be allocated within funding levels for each subcategory. Each subcategory’s funding level will be set by the Finance Committee in the second meeting of the Spring semester.
2. Any individual on the SGA Finance Committee must disclose any current or previous involvement in organizations requesting Student Government Association funding. Furthermore, individuals currently serving or who have previously served in organizations requesting funding must abstain from voting and discussion and debate on the consideration of that organization’s budget request.
3. The individual subcategories are as follows:
   1. Tier 1: University Departments and Department Organizations. These are defined as having office space on campus, office staff, and having a direct responsibility to the student body. There shall be no maximum for funding requests and no requirement to present budgets to the Finance committee.
   2. Tier 2: Governing Councils and Sports and Recreation. These are defined as any entity where a middle- person(s)/entity is involved for the distribution of funds to those under their oversight. There shall be no maximum for funding requests. Budget presentations to the Finance Committee are required.
   3. Tier 3: Academic and Department Affiliated Organizations. These are defined as organizations affiliated with a specific academic interest or university department serving a larger section of the student body. The maximum amount of annual funding requested shall not exceed $2500. Budget presentations to the Finance Committee are not required.
   4. Tier 4: Sponsored Student Organizations. These are defined as organizations with a focus that serves their specific membership and have no real responsibility to the rest of the student body. The maximum amount of annual funding requested shall not exceed $500. Budget presentations to the Finance Committee are not required.
4. Tier 3 and Tier 4 Organizations that are not sport clubs or sport organizations but attend/engage in competitions, may be eligible for additional annual funding from SGA. This additional funding may not exceed $2500. To Qualify for the funding, the organization must meet the following criteria . . .
   1. Must be eligible for annual funding.
   2. Must have a minimum of three (3) yearly competitions.
   3. Must not be a sport organization where sport is defined as an activity involving physical exertion and skill.

***This act is ordered to take immediate effect.***

**­­­New Business First Reading**

**Agenda Item:**  **B**   **22 March 2024**

**Author:** Deputy Speaker English

**Sponsor:** Deputy Speaker English

**ENROLLED SENATE BILL 55019**

**Fifty-Fifth Session**

**Summary:** This bill gives the DEI and CLGA committees a suggestion of what their meetings should consists of as well as better connecting SGA with the broader campus

**Legislation:**

WHEREAS, Historically the CLGA and DEI committees have found difficulties in determining how to make the meetings impactful;

WHEREAS, The SGA should be better connected with all facets of campus;

WHEREAS, this bill would encourage more collaboration and a better understanding of what the disparate parts of campus are working on.

WHEREAS, this bill also requires the DEI committee to review who it’s serving based on what centers are on campus to be better up to date with those it serves.

WHEREAS, this bill would add newly established resource centers that should be under DEI under DEI explicitly.

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate shall have the power to create and amend the SGA Bylaws / To solely amend the SGA Constitution as provided for herein”;

THEREFORE, the students of Northern Illinois University represented in this Senate enact that

**PART I**

**ARTICLE II**

**Section 4**

**Senate Standing Committee Duties and Responsibilities**

Standing committees shall have a total of up to nine (9) members, including the chair and the vice-chair. The SGA Senate shall have the following standing committees:

Standing committees shall have a total of up to nine (9) members, including the chair and the vice-chair. The SGA Senate shall have the following standing committees:

1. Committee on Campus Life and Greek Affairs
   1. The Committee on Campus Life and Greek Affairs shall be concerned with developing recommendations on making this institution a more desirable one to attend. This committee shall be responsible for the advancement of the University in all areas except those that are the duty of another standing committee, including university services and policies.
   2. The Committee shall be concerned with the overall improvement of the life of commuter students and any other matter that relates to commuter students.
   3. The Committee shall be concerned with the overall improvement of the life of residents of this campus and any other matter that relates to residents’ needs.
   4. The Committee shall be concerned with the overall improvement of the life of Greek students and the residential life on Greek Row.
   5. The following members of the Student Government Association shall attend meetings of the committee and participate as non-voting ex-officio members to give reports and hear the opinion of the committee members: Director of Student Life, Director of Athletics and Recreation, and Director of Greek Affairs.
   6. The Committee shall be concerned with the academic life of students and improvement of the academic policies that affect students.
   7. The non-exclusive jurisdiction of the Committee will be understood to include:
      * 1. Campus housing (All residence halls and student housing operated by Housing and Residential Services)
        2. ResTech
        3. Campus Child Care
        4. Recreation and Wellness
        5. Career Services
        6. Counseling and Consultation Services
        7. Couple and Family Therapy Clinic
        8. Health Services
        9. Office of the Ombudsperson
        10. Students’ Legal Assistance
        11. Campus Dining
        12. Campus Activities Board
        13. University Writing Center
        14. Holmes Student Center (Audio Visual)
        15. Grounds
        16. University Libraries
        17. Tutoring
        18. Student Involvement and Leadership Development
        19. Student Employment
        20. Financial Aid Office
        21. Office of the Bursar
        22. Study Abroad Office
        23. Huskie Safe Line Service
   8. The Committee shall be concerned with the academic life of students and improvement of the academic policies that affect students.
   9. The non-exclusive jurisdiction of the Committee will be understood to include:
   10. The Committee shall meet or send a representative to meet with each of the following at least once a semester:
       1. All Greek governing councils
       2. The office of Student Involvement
       3. Resident hall directors
       4. The office of Academic Affairs
   11. The Committee shall give a report to the Senate at least once a semester on the discussions that they have had with the groups outlined in Part I, Article II, Section A.10

…

1. Committee on Diversity, Equity, and Inclusion
   1. The Committee on Diversity, Equity and Inclusion shall be concerned with the collaboration of campus resource centers, underserved student communities, and any initiatives regarding diversity, equity, and inclusion put forth by the Student Government Association.
   2. The Committee shall assist the Director of Diversity, Equity, and Inclusion in their initiatives and objectives, especially regarding their communication with the campus resource centers.
   3. The Committee shall meet or send a representative to meet with each of the advisors of the campus resource centers outlined below in Part I, Article II, Section F.8
   4. The Committee shall give a report to the Senate at least once a semester on the discussions that they have had with the resource centers outlined in Part I, Article II, Section F.8
   5. The Committee will work directly with the resource centers to attend their events and support student initiatives.
   6. The Committee shall work to fill all vacant Underserved Student Senate seats.
   7. The Committee shall review the list in Part I, Article II, Section F.8 at least once a year to make sure all campus resource centers, and all underserved student communities are represented.
   8. The following members of the Student Government Association shall attend meetings of the Committee and participate as non-voting ex-officio members to give reports and hear the opinions of the Committee members: Director of Diversity, Equity, and Inclusion.
   9. The non-exclusive authority of the Committee will be understood to include:
2. Student Conduct
3. Disability Resource Center
4. Military and Veteran Services
5. Center for Black Studies
6. Latino Resource Center
7. Asian American Resource Center
8. Gender and Sexuality Resource Center
9. Center for Southeast Asian Studies
10. Center for Burma Studies
11. Undocumented Student Support
12. CHANCE Program
13. Campus Child Care
14. Recreation
15. Career Services
16. Financial Aid Office
17. Underserved Student Organizations

***This act is ordered to take immediate effect.***

**­­­New Business First Reading**

**Agenda Item:**  C   **22 March 2024**

**Author:** Deputy Speaker English, Clerk Corpuz

**Sponsor:** Deputy Speaker English, Clerk Corpuz

**ENROLLED SENATE BILL 55020**

**Fifty-Fifth Session**

**Summary:** A bill to create a “town hall” event so that the Senate has a better chance to hear the voice of the student body

**Legislation:**

WHEREAS, Student Government Association is intended to be a form of student-based impact and;

WHEREAS, students who are not senator have little idea of how to connect to the SGA in a way that will have their voice be heard and;

WHEREAS, a town hall give the SGA a chance to hear issues that might otherwise not be brought up and;

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate shall have the power to create and amend the SGA Bylaws / To solely amend the SGA Constitution as provided for herein”;

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the following changes be made to the SGA Bylaws with the numbering adjusted accordingly,

**PART I**

**ARTICLE II**

**LEGISLATIVE BRANCH**

**Section 1**

**Duties and Responsibilities of the Senate**

The Student Government Association Senate shall have the following duties and responsibilities as a body acting in accord with the Constitution, Bylaws, and Senate Operating Rules:

1. Only the Senate shall have the power to authorize a person to be paid from student fee monies. The following officials are authorized to be paid from student fees at the amount determined by the Senate each year in its annual budget: SGA Accountant and SGA Office Support Specialist.
2. Legislate all matters of student interest.
3. Review all activities, business, policy, and property affecting the students of Northern Illinois University.
4. Review any executive action that spends student fee money within two Senate meetings after it has occurred, unless that expenditure was authorized by either of the following:
   1. The passage of a resolution or act by the Senate.
   2. The expenditure was necessary to the normal conduct of SGA activities.
5. Allocate Student Activity Fees based on a budget submitted by the Treasurer on behalf of the organization(s) requesting funds. It shall be a sole responsibility of the NIU SGA Senate to legislate salary increases for all student organizations.
6. Investigate, initiate, and recommend student government and University policy and present such recommendations or orders to the proper people.
7. Request the advice of any elected or appointed member of the Student Government Association. No person shall be compelled to give advice by the Senate other than its own members. No person shall give advice if the opinion requested is outside of their area of knowledge, creates a conflict of interest, requires extensive research, or is the duty of the Senate or its committees.
8. Each member of the Senate is required to author one piece of legislation during their term in office to demonstrate their knowledge as well as their outreach efforts to their constituency. Multiple Senators may collaborate on one piece of legislation at the discretion of the Speaker or Deputy Speaker. This piece of legislation shall be completed and submitted to the Senate before the third (3rd) to last meeting of the current session.
9. The Senate shall adopt a The SGA Operating Manual. The SGA Operating Manual shall have a status inferior to the SGA Bylaws and superior to Robert’s Rules of Order. The Speaker of the Senate shall have the responsibility for keeping the Senate Operating Manual up-to date.
10. The Senate shall be the ultimate legislative decision-making body of the Student Government Association in adherence to the Constitution and Bylaws.
11. To pass resolutions giving its opinion on behalf of the student body to the University, University committees, or any part of the Student Government Association, except the Senate, may not issue resolutions regarding the result of judicial verdicts from inside the University and the SGA.
12. The Senate shall consist of senators allocated as described in the Student Government Association Bylaws Part II Article III, §1.A.
13. It shall be the responsibility of all paid members to write weekly staff reports and upload those reports to the Student Government Association website.
14. Facilitate and host a “Town Hall” meeting in which the student body is encouraged to directly ask SGA and specifically The President, Vice President, and Senate questions. The student body should also be encouraged to suggest actions SGA might want to consider moving forward.
    1. These meetings should happen at least twice per semester and cannot occur within less than two (2) months from the previous meeting, with the exclusion from academic breaks during the school year
    2. The Speaker, President, Vice President, and Deputy speaker are required to attend this event barring extreme extenuating circumstances.
    3. The Senate shall announce and begin advertising the date, time, and location of these meetings at least one (1) week prior to the event.
    4. The Speaker, President, Vice President, and Deputy Speaker should make a good faith effort to answer the questions honestly and should work to investigate any suggested actions from the student body.

***This act is ordered to take effect starting in the 56th Senate Session.***

**New Business First Reading**

**Agenda Item: D** 22 March 2024

**Author:**  Deputy Speaker English , Clerk Corpuz

**Sponsor:** Deputy Speaker English, Clerk Corpuz

**ENROLLED SENATE RESOLUTION 55042**

**Fifty-Fifth Session**

**Summary:** A resolution to recognize student organizations.

**Legislation:**

WHEREAS, the Organization Oversight Committee has granted the below student organizations temporary recognition and;

WHEREAS, the Senate has the Responsibility to approve of official recognition for student organizations;``

THEREFORE, the students of Northern Illinois University represented in this Senate hereby grant official Student Government Association to;

1. Real Estate Society
2. Collegiate Entrepreneur’s Organization
3. Nigerian Students Association at Northern Illinois University

***This act is ordered to take immediate effect.***

**­­­New Business First Reading**

**Agenda Item:**  E   **22 March 2024**

**Author:** Seargent at arms Bereolos

**Sponsor:** Seargent at arms Bereolos**,** Speaker Hensley

**ENROLLED SENATE BILL 55021**

**Fifty-Fifth Session**

**Summary:** Changes the requirements for running a special election

**Legislation:**

WHEREAS, This allows for the Election Commission to hold a special election when there is more than or equal to Thirty-Three percent of seats available in the senate.

WHEREAS,  This bill lowers the minimum number of available seats needed to call for a special election.

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate

shall have the power to create and amend the SGA Bylaws”

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the Bylaws be amended to the following.

Part II

Article VII

  Section 6

Special Election

1. In the event the initial election did not produce a winner, or the number of Senators fail to meet Thirty-Three ~~Fifty~~ Percent (33%)~~(50%)~~ of the Available Seats, a special election shall be held
2. The one-day special election shall be held on the third Wednesday of April.
   1. This should not be confused with Quorum. As a majority of members of the Senate shall constitute a quorum. The number of members shall be determined by the number of Senate seats currently filled.
3. Refer to Article VI, pertaining to Election Procedures, for information on how to run the election

**­­­New Business First Reading**

**Agenda Item:**  **F**   **22 March 2024**

**Author:** Seargent at arms Bereolos, Speaker Hensley

**Sponsor:** Seargent at arms Bereolos, Speaker Hensley

**ENROLLED SENATE BILL 55022**

**Fifty-Fifth Session**

**Summary:** Changes the way attendance is taken for committee meetings

**Legislation:**

WHEREAS, This allows for attendance to be taken for those who fail to attend senate committees meetings.

WHEREAS,  This impacts the functionality of SGA as a whole

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate

shall have the power to create and amend the SGA Bylaws”

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the Bylaws be amended to the following.

Part I

  Section 2

Duties and Responsibilities of Senators

In addition to those described in the Constitution and Senate Operating Rules, SGA senators shall have the following duties and responsibilities:

1. Senators shall be required to serve on at least two (2) standing Student Government Association or University committees, one of them being a standing Senate or executive committee.
2. All Senators of the Student Government Association must adhere to the Attendance Policy of the Senate, which shall be detailed as follows:
   1. Senators who fail to attend regular Senate meetings will be charged absences as follows:
      1. One-half (1/2) absence toward their semester Senate Attendance record for missing the initial roll call during the Call to Order unless quorum is never reached, in which case a senator will incur one full absence.
      2. One-half (1/2) absence toward their semester Senate Attendance record for missing the roll call during Adjournment.
      3. One-half (1/2) absence toward their semester Senate Attendance record when quorum is called for during a meeting and the meeting fails to have quorum at that time and the Senator was not among - 7 - those recorded present for the roll call of the quorum.
   2. Senators who fail to attend required committee meetings – whether it is a University Standing Committee, Student Government Association Standing Committee, Senate Standing Committee, Student Government Association Ad- Hoc Committee or Senate Ad-Hoc Committee – will be charged with a one-half (1/2) absence toward their semester Senate Attendance record for each committee absence. If a meeting fails to meet due to quorum not being meet, absences will be counted for members that failed to meet.

**­­­New Business First Reading**

**Agenda Item:**  G   **22 March 2024**

**Author:** Seargent at arms Bereolos, Speaker Hensley

**Sponsor:** Seargent at arms Bereolos

**ENROLLED SENATE BILL 55023**

**Fifty-Fifth Session**

**Summary:   Changes the way write-ins can campaign**

**Legislation:**

WHEREAS, This allows for write-ins to campaign for themselves

WHEREAS,  This allows for those who want to run for a position to still be able to advertise themselves

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate

shall have the power to create and amend the SGA Bylaws”

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the Bylaws be amended to the following.

Part II

Article III

  Section 3

Qualifications for All Candidates

Refer to the SGA Constitution for the most up-to-date qualifications.

1. All candidates for a Student Government Association office must sign a waiver releasing their name and any other pertinent information to the Student Government Association Board of Elections, allowing the Commissioner to determine if the student is in good academic standing through the Office of Registration and Records.
2. Candidates for Student Government Association offices must do each of the following prior to campaigning or being placed on the ballot:
   1. Attend the candidates' meeting.
   2. Receive, complete, and return the registration packet with the petitions
   3. Provide proof of student status, hours enrolled, and residency upon request.
   4. Qualify for office.
   5. Receive notification from the Board of Elections of eligibility for office.
3. All petitions and all sheets on which candidates for office seek signatures shall include the following:
   1. The name of the candidate on whose behalf the petition is being signed in compliance with the appropriate section of the SGA Bylaws.
   2. The office the candidate is applying for.
   3. All other wording as required/determined by the Board of Elections.
4. The name candidates list on their registration and petition documents shall appear in full form, and their given (first) name or contracted form of that name must appear on the petition preceding their surname. Candidates may use one name they most identify with, which does not have to match their legal name.
5. Candidates shall conduct themselves in a manner that is consistent with ethical standards that include, but are not limited to, the Northern Illinois University Code of Ethics, for the duration of the elections. Violations of these standards are subject to the sanction policy laid out in Article V Section II and III.
6. Candidates for any SGA office are required to obey all applicable rules. Candidates who fail to qualify under all the rules described herein shall not be considered candidates. They shall ~~not~~ be allowed to campaign for themselves~~, nor shall they be placed upon the ballot.~~ as long as they meet with the election commissioner and get approval from the board of elections. This process must also be followed for approval relating to media used in campaigning.

**This act will go into effect immediately.**