**Student Government Association Senate**

**Northern Illinois University**

**2:00 p.m. – Friday, *March 1st, 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, February 29th, 2024.***

1. Call to Order and Roll Call
2. Verification of Quorum
3. Public Comments
4. Approval of Minutes
5. From February 16th, 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. New Business
10. SB55017: A Bill to decrease the time an organization needs to exist to receive annual funding as well as immediately setting the organization to the correct classification
11. SR55042: A resolution to recognize student organizations
12. SR55043: A resolution to amend the SGA Bylaws to consolidate the HR Policy
13. Announcements
14. 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.

**­­­New Business First Reading**

**Agenda Item:**  A   **1 March 2024**

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

**Sponsor:** Deputy Speaker English

**ENROLLED SENATE BILL 55017**

**Fifty-Fifth Session**

**Summary:** A Bill to decrease the time an organization needs to exist to receive annual funding as well as immediately setting the organization to the correct classification

**Legislation:**

WHEREAS, Currently there exists the possibility of an organization being created in the early fall semester but not be able to receive annual funding until 2 years later assuming they are able to access their annual funding immediately and;

WHEREAS, the Student Government Association should be seeking to support students and;

WHEREAS, the SGA would be better able to support student organizations if the Finance Committee could fund organizations sooner then someone could graduate 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”;

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

**PART III**

**ARTICLE IV**

**PROCEDURE FOR RECOGNTION**

The SGA shall outline an orderly process to assist organizations in obtaining recognition and prevent false or inappropriate groups from receiving recognition. The Vice President, together with the Organization Oversight Committee is charged with overseeing the recognition process. The recognition process consists of the following steps listed below.

1. Recognition Form: All groups seeking recognition must complete an Organization Registration Form on NIU’s Student Organization Platform that consists of the following:
   1. Organization Description: for use by all new organizations as well as returning organizations that wish to change their description.
   2. Organization Officers: for use at the beginning of each academic year any time an officer or faculty advisor changes during the academic year and during Mid-Year Transition.
   3. Faculty/Staff Advisor Agreement: for use when starting an organization and at any time the faculty advisor changes during the following school year.
   4. Governing Documents: including the organization’s constitution, bylaws, and national constitution (if applicable).
2. Organization Oversight Committee Review

The Vice President or Director of Organizational Development will submit the organization to the Organization Oversight Committee. The Organization Oversight Committee will meet with the leader(s) of the organization, review its constitution, and make a recommendation to approve or reject the potential organization to the full Senate. The Organization Oversight Committee will also determine the classification of the organization if approved. Recommendation of recognition of an organization can be made without a meeting with the leaders of the organization only following approval from both the organization and the Organization Oversight Committee.

1. Senate Review

Upon notification from the Organization Oversight Committee, the Senate will add the item to an upcoming Senate meeting for a vote. Each organization recommended for approval will be discussed and voted on as one business item. Senate can motion to move an organization out of approval should further review and discussion be needed on a specific organization. The Chairperson of the Organization Oversight Committee will notify each organization as well as the treasurer of the SGA of the organization’s ~~their~~ full recognition as well as the organization’s designated classification being granted after approval in the senate meeting. Senators must disclose any current or previous involvement in organizations requesting recognition. Furthermore, individuals currently serving in organizations requesting recognition must abstain from voting on the consideration of that organization’s recognition.

1. Reapplication Following Rejection

Any organization that has been rejected by the Senate for approval must wait at least one (1) full calendar year from the date of rejection to reapply for recognition. In cases where an organization has lost recognition due to violations of Student Government Association policy and/or Student Code of Conduct and/or has shown a pattern of such behavior, the university may advise on the waiting period for reapplication.

1. Recognition After Cease of Existence

If a recognized student organization either voluntarily or involuntarily disbands or ceases to exist on campus in an official capacity for longer than one academic year the organization must go through the recognition process again.

**ARTICLE V**

**DURATION**

1. Organizations will be recognized for one (1) semester. ~~one (1) year~~ if the organization abides by the regulations set forth within this policy, the Student Organization Handbook, and the policies and procedures of the University.
2. Organization recognition must be renewed every semester ~~each year~~ by completing the appropriate process in NIU’s Student Organization Platform or through the Organization Oversight Committee.

**PART IV  
ARTICLE III**

**Section 2**

**Eligibility for Funding**

1. General Eligibility for SGA-Recognized Organizations

Any organization that has been officially recognized by the SGA Senate for at least one (1) semester ~~one (1) calendar year~~ as of the date budget requests are due will be eligible to request Annual Funding. Organizations with restrictive membership shall be ineligible for annual funding except for governing council organizations. Organizations cannot be denied funding due to the nature or classification of their organization. Greek chapters or other organizations belonging to a governing council who are recognized by SGA and meet the one (1) semester ~~one-year~~ recognition requirements for annual funding may request annual funding from their umbrella council (Interfraternity Council, Panhellenic Council, National Panhellenic Council, Multicultural Greek Council, Sports Club Council, etc.). Governing councils are not subject to the one (1) semester ~~one-year~~ residency requirement, but organizations under their purview are. Organizations with competitive teams are also eligible to request Annual Funding for conference expenses from the Student Government Association.

1. Eligibility of University Departments and Services
   1. Certain University departments and services may also be funded by the SGA annual budget process if it is determined that their functions serve a critical need of the student body.
2. If a recognized student organization disbands or ceases to exist on campus in an official capacity either voluntarily or involuntarily for a period of greater than one academic year, that group must go through the process again to gain full recognition.
3. Honor societies shall not be eligible for annual funding.

***This act is ordered to take effect at the start of the 56th Session.***

**New Business First Reading**

**Agenda Item: B** 1 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. Circus Skills Enthusiasts Club
2. College of Education-Student Academic Equity Committee
3. Historia Artis at NIU
4. Students for Justice in Palestine

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

**­­­New Business First Reading**

**Agenda Item:**  C  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.***