

UNDERGRADUATE STUDENT COUNCIL OF SUNY KOREA  
CODE OF STATUTES

**Table of Contents**

CHAPTER 1. Elections Code .....	3
A.    The Elections Board .....	3
B.    Information Session .....	3
C.    Intent of Candidacy .....	3
D.    Petition Process .....	3
E.    Campaign.....	4
F.    Voting .....	5
G.    Winning and Runoff.....	5
H.    Neutrality .....	5
I.    Violations, Warnings, Disqualification, and Appeal .....	5
CHAPTER 2. Operations Code .....	5
A.    The Executive .....	5
B.    The Senate .....	9
CHAPTER 3. Financial Code .....	11
CHAPTER 4. Elections Board Code .....	11
A.    Name .....	11
B.    Organization .....	11
C.    Candidate Rights.....	13
D.    Jurisdiction.....	13
E.    Amendments.....	13
CHAPTER 5. Student Life Board Bylaws.....	13
ARTICLE 1. NAME.....	13
ARTICLE 2. PURPOSE .....	13
ARTICLE 3. STRUCTURE AND RESPONSIBILITIES .....	14
ARTICLE 4. MEETINGS .....	15

ARTICLE 5. CO-SPONSORSHIPS .....	15
ARTICLE 6. FUNDING.....	15
ARTICLE 7. COMMITTEES.....	15
ARTICLE 8. ANNUAL EVENT COMMITTEES.....	15
ARTICLE 9. MARKETING.....	16
CHAPTER 6. Judicial Code.....	16
A. Structure.....	16
B. Appointment of Justices .....	16
C. Criteria for the Justices.....	16
D. Terms of Office and Appointment .....	16
E. Duties and Powers of the Supreme Court.....	16
F. Meetings .....	17
G. Vacancy.....	17
H. Impeachment.....	17
I. Version History .....	17

## **CHAPTER 1. Elections Code**

### **A. The Elections Board**

1. The Elections Board shall oversee the fair and accurate running of all Undergraduate elections.
2. The Board shall approve an Elections Schedule by an affirmative majority vote of its members.
3. The Board shall, at least a week before elections day, release a list of all possible positions to be contested for.
4. Together with the appropriate offices, the Board shall calculate the number of senate positions available to each department.
5. The Board shall prepare ballots for voting.
6. The Elections shall be organized no later than a week before the first examination<sup>1</sup>.
7. The Chair of the Elections Board shall make the final declaration of all elections organized.

### **B. Information Session**

1. An optional information session shall be held during “Campus Lifetime” by the Elections Board to explain the USC Elections Process and answer questions for the potential candidates.

### **C. Intent of Candidacy**

2. The Intent of Candidacy deadline shall be on the first Friday following the Information Session by which time the candidate must have submitted the Intent of Candidacy Form.
3. A potential candidate must declare the position for which they intend to run before the deadline, or they shall be ineligible to run. Candidates may not change positions after the deadline, leaving only the option to withdraw from the election.

### **D. Verification of Eligibility**

1. Then the candidates must submit their Confirmation of Violation Record and Unofficial Transcript to the Elections Board before the Petition Process. The candidates must require of the Student Service Team for their Confirmation of Violation Record document. This request can only be made by the candidates themselves.
2. The Elections Board shall verify the eligibility of the candidates whose Confirmation of Violation Record and Unofficial Transcript have been received.

### **E. Petition Process**

1. Petitions
  - b. Petitions shall contain at minimum, the name of the candidate, and the position that the candidate is running for.
  - c. Petition sheets may only contain fields for the following information:
    - i. Name
    - ii. NetID
    - iii. Telephone Number
    - iv. Signature
  - d. Attached to any petition packet must be a copy of the candidate’s platform statement.

2. Signature Collection
  - a. The petitioning process shall be open for a week.
  - b. Signatures of 10% of full-time enrolled students shall be required for each of the following positions:
    - i. President (Vice President candidates are counted as one team and body with the President candidate)
  - c. signatures of 5% of full-time enrolled students in a year group shall be required for each of the candidates for Year Group Senator<sup>2</sup>.
    - i. Senior Year Group Senator
    - ii. Junior Year Group Senator
    - iii. Sophomore Year Group Senator
    - iv. Freshman Year Group Senator
  - d. A Petition sheet may not be distributed in a class without permission from the instructor and without making an announcement in front of the class to explain its purpose
3. Petitions shall be validated by:
  - a. Calling twenty percent of the phone numbers of signatures, with a successful validation defined as calling a petitioner and asking them –
    - i. “What is your name?”; and
    - ii. “Are you an undergraduate student at SUNY Korea”?

with the answer for Question i matching the name listed on the petition sheet and the answer for Question ii must be yes.
  - b. If a number is not answered, it shall not be considered a successful validation
  - c. If a number is listed as not being in service, it shall be considered a failed validation
  - d. All fields must be filled out or the line shall not be counted towards the required amount of signatures
4. The results of the petition must be communicated to a candidate within forty-eight hours after their submission
5. The final roster of candidates must be submitted to all candidates and made known to the undergraduate student body after all petitions have been verified.

## **F. Campaign**

1. Campaign period shall be set by the Elections Board in the Elections Schedule
2. Campus Campaign
  - a. Candidates are subject to the University requirements and guidelines for advertising
  - b. A copy of all official campaign material should be submitted to the Elections Board within twenty-four hours of first being posted
3. Campaigning on Online Social Networking Websites
  - a. Online content must be open to the public and accessible to any member of the Elections Board or rival campaigns
  - b. URLs for any online presence of a campaign must be submitted to the Elections Board within 10 hours of its creation

## **G. Voting**

1. Only full-time enrolled members of the undergraduate student body may vote
2. Voting shall be open for the time set by the Elections board<sup>3</sup>
3. Voting shall only be conducted for President, Vice President of Student Life, and Senators.

## **H. Winning and Runoff**

1. To win an election, a candidate must secure 50% +1 ballots of the total votes cast during that election.
2. In the event that there is no winner, a runoff election shall be conducted in the same manner as required by the **Elections Code**
3. In a runoff election, only the two candidates with the highest votes from the initial election shall be on the ballot.
4. Runoff elections shall be conducted no later than one week after the first election.

## **I. Neutrality**

1. The Undergraduate Student Council shall not endorse any particular candidate.

## **I. Violations, Warnings, Disqualification, and Appeal**

1. The Elections Board shall have jurisdiction to rule on all issues that involve candidates, Campaign in elections for the USC that pertain to said elections
2. The Elections Board shall have the right to issue warnings and disqualify candidates. To discharge said rights, the Elections Board have a vote in which a simple majority of the members of the Elections Board vote in favor of using such right
3. The Elections Board may disqualify a candidate if they deem a violation by a candidate as especially heinous, subject to a two-thirds affirmative vote of the Elections Board.
4. If the Elections Board has disqualified a candidate, they may appeal to the Undergraduate Judicial Committee. Rulings by the Judicial Committee are final.

---

<sup>2</sup> A year group shall be defined using student entry year. Entry year shall begin from the spring semester to the fall semester of that year. So as to include students who may take a leave of absence, or miss one or several semesters for other reasons, the Senior Year Group Senator shall represent all enrolled students who entered in, or before that year group.

## CHAPTER 2. Operations Code

### A. The Executive

2. Requirements for officers
  - a. The President and Executive Vice President (before placement on the ballot), Vice President of Student Life (before placement on the ballot), and Treasurer (before presidential appointment) must be full-time members of the undergraduate student body with sophomore or higher standing (2<sup>nd</sup> semester if election was held on Spring semester), must have attended SUNY Korea for at least two semesters, and must be in good academic standing with minimum cumulative grade point averages of 2.75.
  - b. The Secretary –before presidential appointment and taking office –must be a full-time member of the undergraduate student body, must have attended SUNY Korea for at least one semester, and must be in good academic standing with minimum cumulative grade point average of 2.50.
  - c. All officers must have no violation records with the school.
  - d. However, officers may petition to the Elections Board for their eligibility despite their violation record and be granted eligibility by a majority of affirmative vote.
3. Core Duties and Responsibilities
  - a. President
    - i. Shall be the head of the Undergraduate Student Council
    - ii. Shall chair of both Executive and Council meetings
    - iii. Shall be ultimately responsible for ensuring that the Undergraduate Student Council is operating properly
    - iv. Shall be the official representative and spokesperson of the Undergraduate Student Council both inside and outside SUNY Korea.
    - v. Shall consult with the Student Council in the fulfillment of the powers and duties outlined above.
    - vi. Shall be a voting member of the Executive
    - vii. Shall approve for the formation of agencies when deemed necessary.
    - viii. Shall make at least one written scheduled report per semester to the undergraduate student body and to the University’s Academic and Student Affairs Department on the state of the Undergraduate Student Council.
    - ix. Shall appoint the Secretary and Treasurer upon winning the election.
  - b. Executive Vice President
    - i. Shall assume the duties of the President in his/her absence
    - ii. Shall assist the President in coordinating the operations of the Student Council
    - iii. Shall meet with at least one Executive Board member of all Clubs at least once per semester
    - iv. Shall act as the liaison between the Undergraduate Student Council and its acknowledged Clubs
    - v. Shall represent the President on occasions designated by the President
    - vi. Shall be a voting member of the Executive
    - vii. Shall act as the Chair of the Senate

- c. Vice President of Student Life
  - i. Shall be responsible for addressing student life issues
  - ii. Shall organize any task force, committee, or ad-hoc positions necessary to assist in addressing student life issues
  - iii. Shall be a voting member of the Executive
  - iv. Shall sit on any Undergraduate Student Council and University committees that address student life issues
  - v. Shall be the Chief Programming Officer of the Undergraduate Student Government
  - vi. Shall ensure that diversity is reflected in the program and activities organized under the Student Activity Fee, and that all programs and events are open to the entire Student Body
- d. Treasurer
  - i. Shall be responsible for all budgetary matters of the Undergraduate Student Council
  - ii. Shall submit a report on the state of the finances of the Undergraduate Student Council, to be presented to Council, the undergraduate student body and to the University's Academic and Student Affairs Department
  - iii. Shall work closely with the Finance Department in expending the Student Activity Fee
  - iv. Shall be a voting member of the Executive
- e. Secretary
  - i. Shall be responsible for all communications and the dissemination of information within the Undergraduate Student Council. This involves the dissemination of information to the members of the Undergraduate Student Council, its acknowledged clubs and agencies
  - ii. Shall be responsible for managing all matters related to the Undergraduate Student Council media and any other media services provided for the Undergraduate Student Council
  - iii. Shall record and distribute the minutes of Executive meetings
  - iv. Shall fulfill those powers and duties delegated to them by the President
  - v. Shall be a voting member of the Executive

#### 4. Meetings

- a. The Executive shall meet at least once every two weeks
- b. Together with the Senate, the Executive shall have a Council meeting at least once a semester. The President shall chair the Council meeting
- c. The President shall be the chair of the meetings of the Executive
- d. All meetings shall be conducted according to Robert's Rules of Order (latest Edition), except where expressly provided for in this constitution
- e. All meetings shall be conducted in English
- f. The President may also call for emergency meetings, whenever it is deemed necessary. This should be done at least twenty-four hours prior to the start of the emergency meeting
- g. Quorum is necessary for all Executive meetings to be official. Quorum shall be defined as a simple majority of the elected Executive positions
- h. All members are required to attend meetings unless they have a legitimate academic obligation conflicting with the meeting or a generally accepted legitimate excuse for missing the meeting
- i. An officer that has more than two unexcused absences in a semester will be subject to impeachment and removal from office. And excused absence is an absence with an adequate and acceptable explanation
- j. Agenda for meetings shall be set by a simple majority of the Executive
- k. The chair has the final say on all procedural issues in the Executive and the right to make decisions on matters of procedure.

5. Terms of Office
  - a. The term of office for the elected members of the Executive shall begin from the fall semester, and shall continue to its following spring semester.<sup>4</sup>
  - b. The elected members of the Executive shall maintain good academic standing and judicial standing, as defined under **Operations Code A. 1.** throughout their term of office
6. Vacancy
  - a. In the event that the position of the Vice President for Student Life becomes vacant, before or on October 31<sup>st</sup>, the Elections Board shall conduct an election to fill the vacant position
  - b. In the event that the position of the Vice President for Student Life becomes vacant, after October 31<sup>st</sup>, the President shall appoint a new member to that position within two weeks of the occurrence of the vacancy to serve out the unexpired term
  - c. In the event that the position of Executive Vice President, Secretary, or Treasurer of the Executive becomes vacant, the President shall appoint a new member to that position within two weeks within of the occurrence of the vacancy to serve out the unexpired term
  - d. The vacant position of the President shall be filled by the Executive Vice President. The position of the Executive Vice President shall then become vacant and must be filled by the procedures mentioned in subsection C.
7. General Functions of the Executive
  - a. Shall promote and sponsor a range of social, cultural, educational, and service programs, in the interest of the undergraduate student body
  - b. Shall act as a liaison between the undergraduate student body and the Undergraduate Administration
  - c. Shall involve clubs in programming to create a vibrant campus with a sense of community
  - d. Shall participate in Senate meetings to ensure that they have a good understanding of student concerns and issues
8. Impeachment
  - a. A member of the Executive may only be impeached by a two-thirds vote in the affirmative by members of the Senate.
  - b. A member of the Executive who has been impeached shall be tried in the Supreme Court. The Supreme Court can then convict the Council member by a two-thirds vote of its filled seats.
  - c. A member of the Executive may be impeached for material violation of this Constitution, legislation, policy or procedures of the Undergraduate Student Council, or a wrongful act of substance
  - d. Members of the Executive who are up for impeachment shall require a 48-hour notice by the official bringing up the charges for impeachment.

## **B. The Senate**

1. Requirements for officers
  - a. Senators, before placement on the ballot, must be full-time members of the undergraduate student body, and must be in good academic standing with minimum cumulative grade point averages of 2.50. The same criteria must also be maintained during their term of office.
  - b. With the exception of the Senior Year Group Senator, all other Year Group Senators must be members of their Year Groups<sup>5</sup>
  - c. All officers must have no violation records with the school.
  - d. However, officers may petition to the Elections Board for their eligibility despite their violation record and be granted eligibility by a majority of affirmative vote.
2. Core Duties and Responsibilities
  - a. The primary duty of the Senate is to represent the student body, and in the best interest of SUNY Korea's student population, work closely with the Executive to ensure that the plights of students are attended to.
  - b. A matriculated student at SUNY Korea, and Clubs, Organizations and entities may call for a special bill to be brought to the floor of the Senate by presentation to the Chair of the Senate a petition containing the signatures of no less than 50 percent of the total membership of the Undergraduate Student Body.
  - c. Every bill that shall have passed the Senate shall, before it becomes law, be presented to the President, following the adjournment of the Senate meeting in which it was passed; if the President approves, they shall sign it; but if not, they shall return it, with their objections, to the Senate, who shall enter the objections at large on their agenda, and proceed to reconsider it. If any bill shall not be vetoed by the President by its next scheduled Senate meeting of the semester, the same bill shall be law, in like manner as if they had signed it, unless the Senate by their adjournment prevents its veto, in which case it shall be law. The senate may override a Presidential veto of legislation by a two-thirds vote of those present. This must be done within two consecutive meetings after the veto has been announced. The vetoed bill will appear under old business on the agenda, with "Presidential Veto Exercised" next to it.
  - d. Senators shall investigate and represent the concerns and opinions of the constituency they represent.
3. Meetings
  - a. The Senate shall meet at least once every month.

---

<sup>5</sup> So as to include students who may take a leave of absence, or miss one or several semesters for other reasons, the Senior Year Group Senator shall represent, and therefore potentially be chosen from, all enrolled students who entered in, or before that year group.

- b. Together with the Executive, the Senate will have a Council meeting at least once a semester.
  - c. The Executive Vice President of the Undergraduate Student Council, the Chair, shall preside over Senate meetings. The Chair may only vote to break a tie. In the absence of the Chair, the duly elected Vice Chair shall preside over the senate.
    - i. The Vice Chair shall be selected by a simple majority vote of the filled seats of the Senate. The Vice Chair shall be elected from among the current Senators.
  - d. All meetings shall be conducted according to Robert's Rules of Order (latest Edition), except where expressly provided for in this constitution
  - e. All meetings shall be conducted in English
  - f. A quorum is necessary for all Senate meetings to be official. A quorum shall be defined as a simple majority of the filled voting seats of the Senate
  - g. All Senators are required to attend meetings unless they have a legitimate academic obligation conflicting with the meeting or a generally accepted legitimate excuse for missing the meeting
  - h. An officer that has more than two unexcused absences in a semester will be subject to impeachment and removal from office. And excused absence is an absence with an adequate and acceptable explanation
  - i. The Chair has the final say on all procedural issues in the Senate, and the right to make decisions on matters of procedure.
4. Terms of Office
- a. The term of office for the elected members of the Senate shall begin from the fall semester, and shall continue till the next elections are conducted in the following fall semester.<sup>6</sup>
  - b. The elected members of the Senate shall maintain good academic standing and judicial standing, as defined under **Operations Code B. 1.** throughout their term of office
5. Vacancy
- a. In the event that a position of a Senator becomes vacant, before or on October 31<sup>st</sup>, the Elections Board shall conduct an election to fill the vacant position
  - b. In the event that a position of a member of the Student Council shall become vacant, after October 31<sup>st</sup>, the Executive President along with the Executive Vice President shall appoint a new senator to that position within two weeks of the occurrence of the vacancy to serve out the unexpired term
6. Impeachment
- a. A member of the Senate may only be impeached by a two-thirds vote in the affirmative by members of the Executive.
  - b. A Student Council member who has been impeached shall be tried in the Supreme Court. The Supreme Court can then convict the Senator by a two-thirds vote of its filled seats.

---

<sup>6</sup> The effective Term of Office for the Student Council ends after the end of the spring semester. However, Student Council members who will continue to be students at SUNY Korea will be part of an interim Student Council. An interim Student Council will continue to serve in their positions until elections are duly conducted place in the fall semester. An interim Student Council holds the same powers as the Student Council.

- c. A Council member may be impeached for material violation of this Constitution, legislation, policy or procedures of the Undergraduate Student Council, or a wrongful act of substance.
- d. Senators who are up for impeachment shall require a 48-hour notice by the official bringing up the charges for impeachment.

### **CHAPTER 3. Financial Code**

**\*This Code shall be updated and completed as when the Student Council deems it fit. There shall be an initial code (\*SBU Winter Code 2012 \_Titles 6 pages 96-119) which shall be flexible at the same time. This is to allow for experimentation which will help identify a more efficient Financial Code.**

### **CHAPTER 4. Elections Board Code**

#### **A. Name**

- 1. The agency shall be known as the Elections Board.

#### **B. Organization**

- 1. Structure
  - b. The Elections Board shall contain no fewer than ten members and no more than twenty members.
  - c. The members of the Elections Board shall from their own membership elect a Chair.
- 2. Qualifications
  - a. Members of the Elections Board shall be undergraduate students and must maintain a cumulative GPA of 2.50 for the entirety of their term.
- 3. Appointment<sup>7</sup>
  - a. Any member of the Executive or Senate may make a nomination to the Elections Board. Confirmation of the nomination shall be made by an affirmative majority vote of the filled seats of the Senate.
- 4. Term of Appointment
  - a. Elections Board members remain in office while they are undergraduates of SUNY Korea or until they resign, are incapacitated, fail to maintain the minimum cumulative grade point average (2.50), run for office, or graduate.
- 5. Impeachment and Removal
  - a. An Elections Board member may be impeached from the Elections Board for Material Violations of these Bylaws, the Constitution or for voting with bias to a political candidate.

---

<sup>7</sup> The first Elections Board shall be composed of volunteers. Subsequent members of the Elections Board shall be appointed by the Student Council as and when it is deemed necessary and fit.

- b. Impeachment Charges for the Material Violation may originate in the Executive or Senate.
    - i. If the charges originate in the Executive, a two-thirds filled seats vote of the Senate shall be required to begin the impeachment of an Elections Board member.
    - ii. If the charges originate in the Senate, a simple majority of the filled seats of the Executive shall be required to begin the impeachment of a Student Council member.
    - iii. Upon the impeachment of the Elections Board member, the Undergraduate Student Council Judicial Committee shall have the sole power to convict the member by a two-thirds majority vote of the said Committee.
6. Duties
- a. The Chair shall—
    - i. Oversee and coordinate the functions of the Elections Board;
    - ii. Together with the other members of the Board, design and present the Elections Schedule to the student body during the information session
    - iii. Create all necessary forms and paperwork, including but not limited to petition forms, intent of candidacy forms, ballot papers, candidate list, and eligible voters list;
    - iv. Ensure that there is an established grievance process for any election;
    - v. Make available a list of all positions to be contested for, along with the maximum number of candidates for the various Senator positions.
    - vi. Serve as the primary point of contact for the Elections Board;
    - vii. Organize meetings of the Elections Board, as necessary;
    - viii. Verify Petitions for the USC Elections;
    - ix. Hire and serve as the direct supervisor for all Elections Inspectors; and
    - x. Train all members and Elections Inspectors in the necessary skills required to oversee and conduct fair and honest elections.
  - b. A member shall—
    - i. Be readily available to attend meetings of the Elections Board as necessary;
    - ii. Verify Petitions for the USC Elections;
    - iii. Set up polling station for voting;
    - iv. Prepare ballots and make them readily available to voters;
    - v. Prepare candidate list and make them readily available to voters;
    - vi. Serve as an Elections Inspector as necessary; and
    - vii. Complete any task as assigned by the Chair.
  - c. An Elections Inspector shall—
    - i. Oversee the Elections for funded organizations on behalf of the USC;
    - ii. Ensure that funded organizations are following their Constitution, democratic principles, USC Law and Robert’s Rules of Order as it relates to the elections process; and

- iii. Count the ballots for the election along with a member of the general body who was not running for a position.
- d. The Elections Board shall certify the results of all elections of the USC where it has jurisdiction.
  - i. Results of the election shall not become official until certified by the Elections Board.
  - ii. Certification shall require an affirmative majority vote of the Elections Board.
  - iii. Certification must happen within seventy-two hours of an election's completion.
  - iv. If the vote by the Elections Board to certify an election fails, in which Student Council positions are concerned, it may be appealed to the USC Judicial Committee.
  - v. If the vote by the Elections Board to certify an election fails, in which a USC funded club or organization is concerned, it may be appealed to the USC Judicial Committee.

**C. Candidate Rights**

- i. No candidate, referendum campaign, club, organization, or student shall be denied the right to freedom of speech, or of the press; or of the right to peaceably assemble campaign supporters and volunteers, and to petition the USC for a redress of grievances in accordance with established grievance policies.

**D. Jurisdiction**

- 1. The Elections Board shall have jurisdiction over all elections of the USC that are open to the undergraduate student body, including that of funded clubs and organizations at SUNY Korea.

**E. Amendments**

- 1. These Bylaws may be amended by an affirmative majority vote of the filled seats of the Student Senate, followed by the approval of the President. Such amendments shall be appended to the end and not inserted therein.

**CHAPTER 5. Student Life Board Bylaws**

This chapter shall be known and may be cited as the —USC Student Life Board Bylaws

**ARTICLE 1. NAME**

- A. The name of this Organization shall be the —Undergraduate Student Council Student Life Board, or otherwise referred to as the — Student Life Board, —USC Student Life Board or —USC SLB.

**ARTICLE 2. PURPOSE**

- A. The USC SLB shall propose, plan, and execute events and activities on behalf of the Undergraduate Student Council with the consent of the USC SLB to improve student life on

the campus of SUNY Korea; strive to be an integral part of the University programming through cooperative scheduling of activities with various departments; organize events and activities that target the entire undergraduate student body, limited only by the venue and nature of the event; not organize any event or activity that targets a specific subset of the undergraduate student body; and foster a spirit of community, diversity and fellowship by creating programs for the benefit of all members of the campus community.

### **ARTICLE 3. STRUCTURE AND RESPONSIBILITIES**

- A. The Vice President of Student Life of the Undergraduate Student Council shall—
  - 1. Be the Chair of the USC SLB;
  - 2. Be the spokesperson for USC-sponsored programming and activities;
  - 3. Be the liaison between the USC SLB, the other agencies of the USC and the Department of Academic and Student Affairs; and
  - 4. Only vote in cases when a tie needs to be broken.
- B. The Treasurer of the Undergraduate Student Council shall be responsible for —
  - 1. All USC SLB moneys subject to the policies and procedures of the USC;
  - 2. The preparation, submission and maintenance of the annual USC SLB budget including the maintenance of detailed records of all financial transactions;
  - 3. Reporting, at least twice per month, the financial activities of USC SLB to the USC President; and
  - 4. Representing the Office of the Treasury with respect to financial matters of the USC SLB.
- C. The Secretary of the Undergraduate Student Council shall be responsible for:
  - 1. Maintaining, subject to the policies and procedures of the USC SLB, accurate and accessible minutes of the meetings, records, and correspondences of the USC SLB;
  - 2. Informing all members of the USC of the policies, procedures, and actions of the USC SLB;
  - 3. Acting as the historian of the USC SLB; and
  - 4. Representing the Office of Communications in the marketing matters of the USC SLB.
- D. Residential Assistants shall be non-voting members of the board, and shall be responsible for making sure that all planned events and activities reflect the values and needs of the entire student body.
- E. The USC SLB Chair shall be the President Signatory Officer for all official documentation of the USC SLB during the academic year.
  - 1. In the event of a vacancy, during the academic year, in the Office of the Vice President of Student Life, the USC President shall solely appoint an interim designee to be the President Signatory Officer for all vouchers of the USC SLB, until the vacancy in the Office of the Executive Vice President of Student Life has been filled.
- F. The USC SLB Treasurer shall be the Treasurer Signatory Officer for all official documentation of the USC SLB during the fall and spring semesters.
- G. The USC SLB Secretary shall be the Secretary Signatory Officer for all official documentation of the USC SLB during the fall and spring semesters.

#### **ARTICLE 4. MEETINGS**

- A. The USC SLB shall convene at least once every two weeks. Quorum for each meeting shall be defined as a simple majority (50% + 1) of the filled voting seats of the USC SLB.
- B. The Chair shall propose events along with the planned budgets for such events to the USC SLB for its approval. Approval shall be subject to a simple affirmative majority vote of the present members of the USC SLB. Following the approval of an event, the USC SLB shall have access to the funds requested in the event budget.
- C. The USC SLB shall hold its meetings in accordance with New York State Open Meeting Law and Robert's Rules of Order, Newly Revised and hold them in venues such that seating is available for concerned members of the SUNY Korea community to attend and voice their opinions to the USC SLB during open agenda.

#### **ARTICLE 5. CO-SPONSORSHIPS**

- A. The USC SLB may not co-sponsor any event with any club or organization. The USC SLB may however cooperatively schedule events with the University Administration or its Departments.

#### **ARTICLE 6. FUNDING**

- A. All funding for programming and activities during the fall or spring semesters shall be appropriated directly to the USC SLB.

#### **ARTICLE 7. COMMITTEES**

- A. Committees shall each be chaired by an Event Planner in order to ensure the proper expenditure of Student Activity Fee.
- B. Committee members shall be volunteers and thereby non-paid members of the USC SLB.
- C. Committee members may—
  - 1. Be any member of the SUNY Korea community including, but not limited to, Undergraduate Students, Administrators, Faculty, Staff and Alumni of the University;
  - 2. Hold positions in any branch of the USC; and
  - 3. Sit on multiple event committees.

#### **ARTICLE 8. ANNUAL EVENT COMMITTEES**

- A. The USC SLB shall form an annual event committee<sup>8</sup> based on consultation with the Senate.

---

<sup>8</sup> An annual event shall take place every year and shall be a time of building community and celebrating school spirit.

## **ARTICLE 9. MARKETING**

- A. All marketing materials for events and activities planned by the USC SLB shall bear the logo of the USC and shall not make mention of the USC SLB.

## **CHAPTER 6. Judicial Code**

### **A. Structure**

1. The name of this agency shall be the Judicial Committee.
2. There shall be one court which shall be known as the Supreme Court.

### **B. Appointment of Justices<sup>9</sup>**

1. Members of the Executive and Senate shall nominate and appoint Justices, subject to confirmation by a simple majority of the Senate.
  - a. The Year Group Senators shall nominate and appoint 1 Justice each
  - b. The Executive Vice President, and Vice President for Student Life shall each nominate and appoint 1 Justice.
  - c. The President shall nominate and appoint at least 3 Justices. In the occasion that one or more Justices are needed for nomination and appointment, the President shall appoint and nominate Justices.
2. The Supreme Court shall be comprised of 9 Justices, one of whom shall be the Chief Justice.
3. The Supreme Court will from its membership elect the Chief Justice.

### **C. Criteria for the Justices**

- ii. Justices shall be full-time members of the Undergraduate Student Body at SUNY Korea.
- iii. Judges shall be in good academic standing with minimum cumulative grade point averages of 2.50 at the time of their nomination and shall be maintained during their term of office.

### **D. Terms of Office and Appointment**

1. Justices shall remain in office while they are undergraduates of SUNY Korea or until they resign, are incapacitated, are impeached, fail to maintain the minimum cumulative grade point average (2.50), run for office, or graduate.

### **E. Duties and Powers of the Supreme Court**

1. The Supreme Court shall have jurisdiction over all interpretations of this Constitution, all legal issues arising of impeaching of Student Council members.

---

<sup>9</sup> The first Judicial Committee shall be nominated and approved after voting for the Student Council has taken place. Subsequent Justices shall be appointed by members of the Student Council as and when it is deemed necessary and fit.

2. To bring a case before the Supreme Court, an individual must have standing. Standing is defined as being a member of the Student Council, or a member of the Undergraduate Student Body directly affected by the issue being brought to trial.
3. Those issues limited to hearings of the Supreme Court are as follows:
  - a. Elections
  - b. Impeachment
  - c. Student Activity Fee
  - d. All other issues of substance arising
4. The Chief Justice shall provide a regular report to the Student Council at least once per month, and provide a special report after each Judicial Committee Meeting.

**F. Meetings**

1. All hearings of the Judicial Committee shall be in accordance with the New York State Open Meetings Law.
2. A quorum of Judicial Committee meetings shall be required for meetings, and shall be defined as a simple majority of the filled seats.
3. There shall be written records of all decisions agreed on by the Judicial Committee.

**G. Vacancy**

1. In the event that one or more positions of the Judicial Committee become(s) vacant, the President shall, subject to the approval of the Senate, nominate and appoint a number of Justice(s) accordingly.

**H. Impeachment**

1. A Justice may only be impeached by a simple majority vote of the filled seats of the Senate of the Student Council.
2. A Justice who has been impeached shall be tried by the Executive. The Executive can convict the impeached Justice by a simple majority vote of its filled seats.
3. A Justice may be impeached for material violation of this Constitution, legislation, policy or procedures of the Undergraduate Student Council, or a wrongful act of substance.
4. Justices who are up for impeachment shall require a 48-hour notice by the official bringing up the charges for impeachment.

**USC Code of Statutes Version History**

Version	Approved by	Approval Date	Effective Date	Sections Modified
1	First USC	2015~	2015~	New
2	2020 Fall USCEB	September 1, 2020	September 2, 2020	Elections Code Operations Code
3	2020 Fall USCEB	March 1, 2021	March 2, 2021	Elections Code Operations Code