



Introduced By: Chair Appou
Sponsored By: Attorney General Winograd
Contact:
First Reading: Adopted in Committee
Committee Action: Passed Favorably, 5-0-0
Second Reading: September 1, 2016
Third Reading: September 8, 2016
Final Vote: Passed, 31-0-0

University of Central Florida
Forty-Eighth Student Body Senate
Bill 48-106

[Updates to Title IV: The Executive Branch]

.01 **WHEREAS**, Statutes require constant updates and revision to best serve the Student Body;
 .02 **WHEREAS**, The Chief of Staff is not currently listed as being a member of the President’s Cabinet nor
 .03 are the officer’s duties described in Title IV: The Executive Branch;
 .04 **WHEREAS**, This proposed bill will add The Chief of Staff to the President’s Cabinet and explain all of
 .05 the statutory requirements of the position;
 .06 **WHEREAS**, This update will benefit the Student Government Association by increasing clarity and
 .07 holding The Chief of Staff to be in coherence with specific statutory requirements;
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 .09 **THEREFORE, BE IT ENACTED**, by the Forty-Eighth Student Senate of the University of Central
 .10 Florida that Title IV be amended as follows:

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.12 **Chapter 401 President’s Cabinet**

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.14 401.1 The President’s Cabinet shall be composed of the following:

- .15 **A. The Chief of Staff**
- .16 ~~A.~~ **B. The Attorney General**
- .17 ~~B.~~ **C. The Comptroller**
- .18 ~~C.~~ **D. The Judicial Advisor**
- .19 ~~E.~~ **E. The Director of Campus Life**
- .20 ~~F.~~ **F. The Director of Communications**
- .21 ~~G.~~ **G. The Director of Student Affairs**
- .22 **H. Legislative Affairs Coordinator**
- .23 ~~H.~~ **I. Other Cabinet offices which the President deems necessary.**

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.25 401.2 The President may, at any time, eliminate or modify the duties of any Cabinet office, but may
.26 not contravene the statutorily prescribed duties of the Attorney General, the Comptroller, and the
.27 Judicial Advisor.

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.29 401.3 Additional deputies, assistants, and committees may be appointed by the President whenever
.30 deemed necessary.

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.32 **Chapter 402 The Chief of Staff**

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.34 402.1 The Chief of Staff shall be responsible for managing the internal operations of the
.35 Executive Branch.

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.37 402.2 The Chief of Staff shall monitor the progress of platform goals as well as track office
.38 hours of Executive Branch officials.

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.40 402.3 The Chief of Staff shall report updates regularly to the President and Vice President on

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.41 all division proceedings by:

.42 A. Compiling all reports submitted by Executive Branch officials.

.43 B. Attending all division meetings as the President's representative.

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.45 402.4 The Chief of Staff shall report updates to the Senate on Executive Branch internal
.46 operations a minimum of two (2) times a month.

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.48 402.5 The Chief of Staff shall be responsible for enforcing proper disciplinary action for all
.49 violations to the internal rules and policies of Executive Branch procedure committed by
.50 Executive Branch officials.

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.52 402.6 The Chief of Staff shall coordinate the advertising and staffing of all vacant Student
.53 Government Association positions throughout the year.

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.55 402.7 The Chief of Staff shall organize recreational communal activities for the Executive
.56 Branch.

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.58 **Chapter 402 403 The Attorney General**

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.60 ~~402.1~~ 403.1 The Attorney General shall be the advisor to the President pertaining to any matters
.61 involving the Constitution of the Student Body of the University of Central Florida, Student Body
.62 Statutes, Senate Rules, and related legislation.

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.64 ~~402.2~~ 403.2 The Attorney General shall hand down opinions on the Constitution of the Student Body,
.65 Student Body Statutes, and rights and responsibilities to any member of the student body, who shall, in
.66 writing, request such an opinion.

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- A. Formatting for opinions is as follows:
- 3 1. Address the opinion to the individual(s) who requested the opinion.
 - .69 2. Include the question or matter at hand.
 - .70 3. Include the wording of any relevant considerations or citations
 - .71 4. Provide an unbiased examination of the material
 - .72 5. Present a clear and concise conclusion and answer to the question(s).

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B. Opinions must be signed, time-stamped, and posted in the Student Government Office on the Main

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Campus (Orlando), and made available on the Student Government Website.

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.76 ~~402.3~~ 403.3 It shall be the responsibility of the Attorney General to undertake statutory revision, as
.77 follows:

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A. Conduct a continuing study of the Student Body Statutes for the purpose of controlling their number,
.79 bulk, and clarity.

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B. Facilitate correction and proper identification by statutory number and subject matter.

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C. Prepare and Submit to the Senate, recommendations for the revision of the Student Body Statutes.

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D. Revise the Constitution of the Student Body of the University of Central Florida and the Student

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Body Statutes to the members of the Senate and any other necessary party. The Attorney General shall

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also submit a revised copy of the changed Constitution or Statute to the Director of Communications for
.85 publication on the Student Government website

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E. Shall be given access to all original legislation pertaining to the amendments of the Constitution of
.87 the Student Body of the University of Central Florida and the Student Body Statutes.

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F. Ensure that the responsibility outlined in 402.2.D be accomplished by the first (1st) of every month.

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G. Confirm to the Senate by the third Senate meeting of the Summer semester that all provisions of
.90 Statute 402.2 have been complied with as of the date of the Attorney General's report.

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H. Correct Grammatical, typographical, and like errors without the consent of the Senate.

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.93 402.4 403.4 The Attorney General shall, upon request from the Senior Student Affairs Officer or

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.94 designee, assist in the investigation of facts and evidence in a case involving violations of the Golden
.95 Rule. In the absence of the Judicial Advisor, the Attorney General shall be available for the explanation
.96 of the rights and procedures to a student (refer to The Golden Rule).
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.98 ~~402.5~~ **403.5** The Attorney General shall present the facts and evidence in a case to the Judicial
.99 Council or any other judicial boards as the Senate may deem to establish.
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.101 ~~402.6~~ **403.6** The Attorney General shall represent Student Government in cases where Student
.102 Government is a party.
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.104 ~~402.7~~ **403.7** The Attorney General shall remain neutral and not act in a partisan manner in conducting
.105 accurate compositions for their opinions.
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.107 ~~402.8~~ **403.8** The Attorney General shall review all new Student Organization Constitutions and
.108 forward said recommendation to the Student Body President. The Attorney General shall be granted
.109 the power to review and revise SGA Agencies' and Student Organizations' rules and regulations
.110 concerning intra-university competitions.
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.112 ~~402.9~~ **403.9** The duties of the Attorney General that involve the Judicial Advisor may be devolved to
.113 another officer at the will of the Student Body President.
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.115 ~~402.10~~ **403.10** The Attorney General shall not be actively identified with any candidate/ticket or
.116 campaign for Student Government elective office, nor act in a partisan manner.
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.118 ~~402.11~~ **403.11** The Attorney General as Judicial Advisor:

.119 Once the Senior Student Affairs Officer or designee has determined that action will be taken (pursuant
.120 to violations of the Constitution of the Student Body of the University of Central Florida, the Student
.121 Body Statutes, or the The Golden Rule), the Attorney General, acting as Judicial Advisor, shall be
.122 available for an explanation of rights and procedures to students upon request.

.123 A. Responsibilities of the Attorney General as Judicial Advisor shall be as follows:

.124 1. Aid the student by rendering informed advice concerning the proceedings, charges, options, and
.125 possible outcomes in any pertinent hearing.

.126 2. Ensure that the student is completely and thoroughly informed of all of their rights and
.127 responsibilities granted by the Constitution of the Student Body of the University of Central Florida, the
.128 Golden Rule, the Student Body Statutes, the adjective law of the Judicial Council (or other appropriate
.129 hearing agents), and by the Constitution of the State of Florida and of the United States of America

.130 3. Aid the student in preparing a response to the charges rendered in any pertinent hearings.

.131 4. Shall work in close cooperation with the Senior Student Affairs Officer or designee, with their
.132 mutual mandate to protect the student's rights.

.133 5. Be available to appear with, advise, and assist all students appearing before the Senior Student
.134 Affairs Officer or designated representative(s), whether in a formal or an informal proceeding.

.135 6. Be available to advise all students appearing before the Judicial Council, or other hearing agent
.136 established by the Constitution of the Student Body of the University of Central Florida or Student
.137 Body Statutes, in any action or disciplinary hearing.

.138 B. Should the Attorney General acting as Judicial Advisor decline the request of the student, they must
.139 do so in written form and must file a copy of the denial with the Presidential Secretary.

.140 C. Restrictions on the Attorney General acting as Judicial Advisor:

.141 1. Shall only serve students in an advisory capacity, upon the request of the student. The student shall
.142 be their own representative.

.143 2. Shall not act as or assume the legal privileges and prerogatives of an attorney in any capacity.

.144 3. Shall remain neutral and not act in a partisan manner during election periods while acting in the
.145 scope of statutorily prescribed duties.
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.147 **Chapter 403 404 The Comptroller**

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.149 The Comptroller shall be the chief financial officer of the Student Senate and of Student Government in
.150 general. An extensive list of the duties of the Comptroller may be found in Title VIII The Finance
.151 Code.

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.153 **Chapter 404 405 ~~The Director of Governmental Affairs~~ Legislative Affairs Coordinator**

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.156 404.1 **405.1** Shall be responsible for planning and implementing the SGA Annual Legislative Day at
.157 the state capital.

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.159 404.2 **405.2** Shall organize voter registration drives.

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.161 404.3 **405.3** Shall be the main liaison between the Florida Student Association and SGA.

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.163 404.4 **405.4** Shall inform students of pertinent issues in the Florida legislature and The Board of
.164 Governors.

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.166 404.5 **405.5** Shall hold at least one governmental affairs workshop each Fall and Spring semester to
.167 educate the student body on pertinent higher education issues and to provide for student feedback.

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.169 404.6 **405.6** May provide further means for students to discuss higher education issues through use of
.170 forums, meetings with local representatives, legislative days at the state capital, attendance at local and
.171 state government meetings, and any other means that will foster student involvement with the local and
.172 state legislative process.

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.174 404.7 **405.7** Shall maintain communication with the SGA lobbying firm and regularly inform SGA of
.175 the firm's productivity under the following guidelines:

.176 A. The Director shall contact the lobbying firm at least once per month

.177 B. The Director shall inform all branches of SGA of all pertinent activity of the lobbying firm at least
.178 once per semester.

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.180 404.8 **405.8** Shall delegate duties to other members of the Governmental Affairs Unit.

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.182 404.9 **405.9** Shall perform any other duties as prescribed by the Student Body President.

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.184 **Chapter 405 406 The Director of Campus Life**

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.186 405.1 **406.1** Shall be responsible for organizing campus-wide events to promote UCF spirit and
.187 traditions.

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.189 405.2 **406.2** Shall delegate duties to other members of the Campus Life Unit.

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.191 405.3 **406.3** Shall perform any other duties as prescribed by the Student Body President.

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.193 **Chapter 406 407 The Director of Communications**

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.195 406.1 **407.1** Shall be responsible for all aspects of the Student Government Website and all forms of
.196 advertisement and publication for Student Government, including but not limited to the continuous
.197 update of Student Body Statutes, advertisement of Student Government elections, and the advertisement
.198 of Student Government services and events.

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.200 406.2 **407.2** Shall update the Student Body Constitution of the University of Central Florida, the

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.201 Student Body Statutes, and Senate Rules within three (3) business days of receiving the request via e-
.202 mail by the Student Body President, Vice President, Attorney General, Speaker of the Senate, Senate
.203 President Pro Tempore, or the Senate Legislative, Judicial, and Rules Committee Chair.

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.205 ~~406.3~~ **407.3** Shall ensure the proper advertisement of all Student Government elections, in
.206 conjunction with the Elections Commission.

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.208 ~~406.4~~ **407.4** Shall post on the Student Government website any candidate information approved and
.209 properly submitted by the Wednesday of Declaration of Candidacy to the Elections Commission, to be
.210 posted no later than 5:00 p.m. on the Friday preceding the election.

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.212 ~~406.5~~ **407.5** Must publicize on the SGA website all bills, referenda, constitutional amendments, and
.213 resolutions, along with a short descriptive phrase of said act as provided by the Student Government
.214 Senate.

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.216 ~~406.6~~ **407.6** Shall publicize any roll call votes by the Student Senate within three (3) business days of
.217 receipt of such votes.

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.219 ~~406.7~~ **407.7** Shall delegate duties to other members of the Communications Unit.

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.221 ~~406.8~~ **407.8** Shall perform any other duties as prescribed by the Student Body President

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.223 **Chapter ~~407~~ 408 Director of Student Affairs**

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.225 ~~407.1~~ **408.1** Shall be responsible for advocating student issues that are brought to the attention of the
.226 Director of Student Affairs.

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.228 ~~407.2~~ **408.2** May provide other means for students to discuss issues which include, but are not limited
.229 to, academic affairs, student health, graduate relations, campus safety, and other campus wide
.230 initiatives.

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.232 ~~407.3~~ **408.3** May delegate duties to other members of the Student Affairs Unit.

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.234 ~~407.4~~ **408.4** Shall perform all other duties prescribed by the Student Body President.

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.236 **Chapter ~~408~~ 409 Responsibilities of the Student Body President**

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.238 The Student Body President shall be bound to the execution of any project, program, service or action
.239 under the Student Body President's jurisdiction that has been consummated by the Student Body Senate
.240 and the Student Body President by means of a Bill or Special Act signed by the appropriate authorities.

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.242 **Chapter ~~409-410~~ Presidential Vetoes**

.243 Vetoes of all Legislation

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.245 A. The Student Body President shall be required to submit a typed explanation of all presidential vetoes
.246 to the Student Senate.

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.248 B. The veto message shall contain specific reasons why the Student Body President vetoed the above
.249 referenced document.

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.251 C. The Student Body President shall have a maximum of seven calendar days from the date of the veto
.252 to submit the veto message to the Student Senate.

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.254 The Student Body President shall forward a copy of the above mentioned veto message to each
.255 Senator's SGA email account and post the veto message in the Senate Workroom.

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.257 **Chapter ~~410-411~~ Diversity Training**

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.255 410.1 **411.1** All Executive Branch officials are required to attend a diversity training session hosted
.256 by the Office of Diversity Initiatives. The diversity training session shall be scheduled by the President
.257 or designee, to be held within the first four (4) weeks of the fall semester, unless already having
.258 fulfilled this requirement in the current fiscal year.

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50 410.2 **411.2** Absence from the scheduled diversity training session may be expunged by the
.261 President.

AUTHORIZING SIGNATURES



Christopher Clemente
Student Body President

9-11-2016

Date



Dr. Maribeth Ehasz
Vice President, SDES

9/23/16

Date

