

# **AMENDMENT PROPOSALS PART I**

- **Article 3 -Additions**

**Amendment:**

- 3.1. The Freshman Class Representative shall represent all full-time, degree-seeking students who have completed 0 to 31 credit hours.
- 3.2. The Sophomore Class Representative shall represent all full-time, degree-seeking students who have completed 32 to 63 credit hours.
- 3.3. The Junior Class Representative shall represent all full-time, degree-seeking students who have completed 64 to 95 credit hours.
- 3.4. The Senior Class Representative shall represent all degree-seeking students who have completed more than 95 credit hours.
- 3.5. The Graduate Class Representative shall represent all degree-seeking students enrolled in a Graduate Program.
- 3.6. Undergraduate Academic Program Representatives shall represent all degree-seeking students who have declared a major or minor in or under a Representative's Program.

- **Annex II -Intro change**

**Current :**

The Student Senate is the Student Government Association's main decision-making body. The Senate plays a key function in the representative role of the SGA, and works together with the Executive Board to manage Committees and to uphold the Constitution; guaranteeing that Student rights are observed and their voices are heard. Senators are amongst the most involved Student Leaders of the AUP community, and are held to the highest standards of excellence and accountability.

**Amendment:**

1. Purpose

The Student Senate shall serve the students of the American University of Paris by passing bills and resolutions on their behalf. The Senate shall represent students in all global, national, local, or university-wide concerns as their elected representatives. The Senate works together with the Executive Board to manage committees, guaranteeing that: the Constitution is upheld; student rights are observed; student voices are heard.

- **Annex II -Senator Responsibilities (Revisions)**

**Current :**

➤ Attend regularly scheduled Senate meetings (required), with the right to vote in person. (A limited number of absences are accepted, in which case Senators may vote by proxy; as outlined in Annex III - Quorum and Attendance)

**Amendment:**

2. Requirements and Duties of the Senate

2.1. Basic duties of all Senators shall be:

2.1.1. To attend regularly scheduled Senate meetings;

2.1.2. To consider, write, propose, amend, and vote on Bills and Resolutions necessary and proper for the Student Body;

**Current :**

➤ Represent students in the academic department in question for a full academic year;

**Amendment:**

2.1.3. To represent students in respective academic class or department in all university-wide matters and advocate for their interests;

**Current :**

➤ Serve as a liaison between the SGA, student constituencies, and respective academic departments;

**Current :**

➤ Attend their respective departmental meetings and inform constituencies of what transpired;

**Current :**

➤ Organize events for respective department students and for the AUP community in conjunction with the Faculty.

**Amendment:**

2.1.4. To serve as a liaison between the SGA, student constituencies, and respective academic departments;

**Amendment:**

2.1.5. To attend respective department meetings, if applicable, and inform constituents of department matters;

**Amendment:**

2.1.12. To organize and attend events for respective department or class and for the AUP community in conjunction with the Faculty;

- **Slide 5: Annex II -Senator Responsibilities (Additions)**

**Amendment:**

- 2.1.6. To actively seek opportunities to improve constituent and greater Student Body life at the American University of Paris;
- 2.1.7. To serve on at least one (1) standing committee;
- 2.1.8. To read and understand meeting materials before every Senate meeting;
- 2.1.9. To ask all necessary questions before making a decision, and then speak out about why a certain decision should be made;
- 2.1.10. To maintain active communication with student body, Executive Board, and respective class or department's students and faculty advisors;
- 2.1.11. To vet and confirm all qualified Senate or Executive Board nominations;
- 2.1.12. To organize and attend events for respective department or class and for the AUP community in conjunction with the Faculty;
- 2.1.13. To remain visible and accessible to constituents.”

4. Senator Terms

- 4.1. The terms for Student Senators shall be:
  - 4.1.1. If elected for Fall semester, a full academic year;
  - 4.1.2. If elected for Spring semester, one semester.

- **Annex II -Senator Responsibilities (Additions)**

**Amendment:**

Each Senator shall participate in at least one Student Government committee during their term. The Senator decides which committee they would like to join at the beginning of their term. A list of committees are available on <http://sga.aup.edu/gov/committees>).

- **(TABLED) Annex IV -Quorum and Attendance (Additions)**

**Current:**

Senators themselves must report a failure to attend meetings to the chair (usc\_vp@aup.edu). Failure to attend a total of three Senate meetings leaves the senator subject to expulsion by Senator vote.

**Amendment:**

13. Senators who miss three Senate meetings are subject to a hearing to the Senate. The hearing will be called within ten academic days by the Chair. The Chair will notify the Senator in question and the Senate of the upcoming hearing.

- 13.1 At the hearing, the Senator in question shall have the opportunity to defend themselves and answer questions.
- 13.2 During the hearing, the Senate may vote to remove the Senator in question by two-thirds majority.
- 13.3 Once questions are over, the Senator in question shall remove themselves from any following discussions and will not vote in the deliberations. They will receive the Senate's vote in writing.
- 13.4 If the Senate votes to remove the Senator with two-thirds vote, then the matter is resolved, and the Senator is removed from office immediately. They will inform their departments and constituents.

- **Annex IV -Voting by Proxy**

14. Senators who are unable to attend a meeting may appoint a proxy with a designated Senator. Thus must be a written authorization letter that clearly states the applicable issue and the vote of the Senator (affirm, oppose, abstain).

## **AMENDMENT PROPOSALS PART II**

- **Article IV: Committees (1.1-1.5)**

**Amendment:**

1. Be required to adhere to the following guidelines to be maintained

1.1. Membership – Membership to all committees is open to any current student on a volunteer basis. Each committee should ideally be comprised of between 5-15 members at any given point.

1.2. Leadership – Each committee shall be headed by 2 chairs. One a student body member appointed by an SGA Executive, and one a Senator (See Art.IV, 1.5).

1.3. Meetings – All committees must maintain a minimum level of activity to be considered active, as such, all committees will be expected to maintain 1 Class period of Working Hours per week.

1.3.1. Work hours shall be defined as the 1 class period a week that members dedicate to the committee. This time can be used for meetings, committee work, or however the chairs see fit. The scheduling of Work Hours shall be set at the beginning of every semester, and recorded in the committees Activity Report.

1.4. Activity Report – All committees will be expected to maintain an activity report that will be written on a monthly basis, and be comprised of that semester’s achievements, current projects, and future undertakings. This document should be readily accessible in the committee’s folder in the AUP shared drives.

1.5. Senator Involvement – All senators will be expected to be involved in at least one committee. Involvement can either be chairing or standard membership. There are no more than 5 Senators allowed per committee, and sign-ups are done on a first-come-first-serve basis. These memberships are to be defined at the beginning of each senator’s term.

- **Article IV: Committees (2.1-2.5)**

**Amendment:**

2. The committees that are currently active are as follows:

2.1. Judiciary Committee

2.1.1. 1 Chair is to be nominated in tandem by the USC and GSC Vice Presidents, and then approved by Vice President and Dean of Student Affairs.

2.1.2. Judiciary Committee is charged with the maintenance of the AUP Student Body Constitution.

2.1.3. Chairs should be present during all senate sessions to help maintain proper constitutional procedure.

2.2. Events and Communications Committee

2.2.1. One chair is to be nominated in tandem by the USC and GSC Social and Communication Directors.

2.2.2. The committee is charged with assisting the Social Directors in the execution of any events that require it. This includes maintaining a list of volunteers, as well as being physically present at any and all events possible.

2.2.3. The committee is charged with directly assisting the communications director in any and all required endeavors.

2.3. Careers Committee

2.3.1. One chair is to be nominated by the Executive Board

2.3.2. The committee is charged with hosting 4-5 events a semester in conjunction with the Careers and Internships office

2.4. Environmental and Community Service Committee

2.4.1. One chair is to be nominated by the USC and GSC Presidents

2.4.2. The committee is charged with improving campus sustainability, and coordinating any external community service initiatives.

2.5. Activities and Clubs Committee

2.5.1. One chair is to be nominated by the SGA Treasurer

2.5.2. See Annex IV for full list of responsibilities and functions

2.5.3. At least one chair is expected to be available during Weekly Senate.

- **Annex IV Section 1 (Revisions)**

**Current:**

1. Committee Functions and Formation

1.1. The Activities and Clubs Committee (ACC) exists to support student initiative at The American University of Paris.

1.2. The ACC helps clubs plan events, prepare budget requests and presentations, and organize club meetings. The ACC also showcases clubs and student initiatives at various university-wide events.

1.3. By helping clubs and student leaders define their goals and formulate well-researched and appropriate budget requests, student initiatives can be presented to Senate more clearly and with the support of the ACC, which limits misuse of student funds.

1.4. Members of the committee are chosen voluntarily and the committee chair is voted by the committee's members. The SGA Treasurer is an essential and obligatory part of this committee, due to the nature of its function. All ACC members will be required to attend office hours, assist in preparing all necessary documents for Senate, present requests at Senate, and the use of designated ACC email address. The Freshman Representative is automatically a member of the committee and is exempt from presenting budget requests at Senate.

1.5. The ACC serves to make students accountable for their purchases and requests. Students are required to sign contracts for trips paid for by the Senate, stipulating that they must pay a cancellation fee, or the entire cost of their trip if they fail to cancel in advance. see revisions to 1.5 later in the document Article V Section 2 (Revisions)

**Amendment:**

1. Committee Functions and Formation

1.1. The Activities and Clubs Committee :

1.1.1. The Activities and Clubs Committee (ACC) exists to support and enforce the regulation of student initiative at the American University of Paris.

1.1.2. The ACC helps clubs prepare budget requests and presentations. The ACC also maintains a record of regular open club meetings.

1.1.3. The ACC shall have on file and maintain each club's necessary information for meeting funding guidelines as outlined in Annex IV, Section 3.

1.1.4. Members of the ACC are chosen voluntarily.

1.1.5. The SGA Treasurer shall act as a voting-Executive Chair to the ACC.

1.1.6. All ACC members shall be required to attend the open ACC meetings and assist in preparing all necessary documents for Senate. Members of the ACC shall adhere to the same

attendance policies as Senators. ACC impeachment proceedings shall take place during scheduled ACC meetings and shall be voted upon by ACC voting members.

1.1.7. The ACC serves to make students and clubs accountable for their purchases and budget requests. Students are required to sign contracts for trips paid for by the Senate as outlined in Annex VI.

1.1.8. Concerns regarding decisions made by the ACC may be brought to the attention of the Judiciary Committee by the student or club that made the request.

- **Article V Section 2 (Revisions)**

**Current:**

2. The Executive Board has full competence over their own budget

**Amendment:**

2. The Executive Board has autonomous authority over the Executive Board Budget.

2.1 Expenditures by the Executive Board shall still follow the budget rules and regulations as outlined in the Financial Code.

2.2 Expenditures by the Executive Board shall still be subject to Judicial review. Concerns about Executive Board expenditures shall be submitted in writing to the Judiciary Chair and Vice-President of Student Affairs.

- **Article V Section 3 (Revisions)**

**Current:**

2. The Senators have full competence over their own budget and following voting procedures outlined in Annex III have full competence over the Social and Activities budget and the Clubs budget.

**Amendment:**

3. Senators have autonomous authority over their individual share of the Senator's Budget.

3.1 Expenditures by Senators shall still follow the budget rules and regulations as outlined in the Financial code.

3.2 Expenditures by Senators shall still be subject to Judicial review. Concerns about Senator Budget expenditures shall be submitted in writing to the Judiciary Chair and Vice-President of Student Affairs.

3.3 Allocations approved by Senate shall receive witness signatures from the Vice-Presidents, the Treasurer, the sitting Communications Director, and the Dean of Student Development before they are implemented.

3.4 Concerns regarding possible breaches in the Finance Code shall be submitted in writing to the Judiciary Chair and the Vice-President of Student Affairs.

- **Article V Section 5 (Addition)**

**Amendment:**

5. The Finance Code shall be applicable to all entities that receive, use, and/or distribute money from the SGA Budget.

5.1 The standing committee assigned the responsibility for review and periodic update of the policies expressed in the Finance Code shall be known as the Activities and Clubs Committee. Said updates shall be approved by the Senate following the voting procedures outlined in Annex III.

- **Annex IV, Section 4.6. (Revision)**

**Current :**

4.6. The ACC will present all agreed budget requests at Senate; students are not required to do so. However, students are welcome to present their own requests if they so desire. It is recommend that, for each request, at least one associated student, club member, or faculty advisor attend the meeting to answer any questions to may arise.

**Amendment :**

“4.6. Clubs or individuals are required to have at least one club member or associated student present their budget to the Senate. Students presenting budgets to the Senate will do so alongside ACC.

4.6.1. Exceptionally, clubs or individuals may submit a statement in writing to the Treasurer at least two (2) days before Senate. The ACC will present the club or individual’s budget on their behalf.”

- **Annex IV, Section 1.5 → Annex VI: The Financial Code**

**Current:**

1.5. The ACC serves to make students accountable for their purchases and requests. Students are required to sign contracts for trips paid for by the Senate, stipulating that they must pay a cancellation fee, or the entire cost of their trip if they fail to cancel in advance.

***Change to → Annex VI- The Financial Code***

**Amendment:**

1.5.1 SGA can fund up to half of travel costs (transportation & accommodation combined) for activities involving travel (i.e. a conference), if it does not exceed 800 euros per person per trip.

- a. For trips involving more than 3 people (and a faculty advisor), the funds per student shall not exceed 400 euros.
- b. No single trip may receive funds exceeding 3,000 euros.



- c. If 3 or more students are allocated funds for a trip, they must have a faculty or staff advisor accompany and advise them during the trip. Travel costs for the faculty advisor must be funded by SGA. Those include transportation, accommodation, food expenses and activity fees if applicable. These costs should therefore be included in the budget request and approved by Senate.
- d. Students allocated funds to go on trips must return allocated funds to Senate if they cancel the trip. Senate may excuse cancellations due to unforeseen circumstances via the voting procedures in Annex III.
- e. Students allocated funds to go on trips must sign and respect the code of conduct. Students must sign the form with the Student Leadership Office before departure.
- f. Personal extensions to SGA-funded travel must be approved by Senate and the Vice President for Student Affairs.