

SDC

Student Dormitory Council

Information Packet

2011 – 2012

Student Dormitory Council

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The Student Dormitory Council is excited to welcome new and returning members to another fun-filled year! This Information Packet is designed to answer questions and offer new ideas on how to get involved. Please keep this packet throughout the year.

Table of Contents

Overview of the Organization	3
Mission and Goals	4
Organization Information	5
Executive Member Information	6
Types of Membership	7
Petitioned Membership	8
Organization Structure	9
Executive Board	9
Executive Committee	10
Delineations of Residential Areas	12
Guidelines to General Body Meetings	13
Elections	15
Budgeting	16
Student Dormitory Funding Bylaws	17
Student Dormitory Council Constitution	21

Overview of the Student Dormitory Council

The Student Dormitory Council is the representative body of all residents at Carnegie Mellon University. We strive to promote a positive living environment for all resident students. The organization strives to accomplish our goal in a number of ways.

Our Roles

SDC serves as a liaison to the University Administration. We are the only student group that meets with Housing and Dining and Student Life on a regular basis to give feedback and make suggestions. We are advocates for residents on several university-wide committees, such as the University Student Advisory Committee. Guest speakers from around campus present at General Body meetings, which are forums for administrators to hear constructive feedback on proposals and ideas.

SDC itself is a medium for residents to express concerns and ideas to further residential life. During the meetings, we hear from the housing areas and committees to keep a tab on what is going on around the residences. In addition, we require our petitioned members to be involved in more than just the meetings, to provide them with specific opportunities to improve the overall residential experience.

One of the most visible and important purposes of SDC is to provide resources and experience for residents to plan floor, small area, or large area events. Our Events Committee is willing to work with all residents in order to ensure their event is a success. SDC also provides funding for campus-wide events to benefit our constituents. Overall, we try to allocate our resources in a way such that it will best benefit the residents.

SDC is best able to serve our residents through representatives. Our main goal for the council is to improve the lives of those they represent by having fun, meeting new students, networking with administrators, and learning lifelong skills.

Our Mission

To help residents enjoy a positive community experience at Carnegie Mellon University.

Our Goals

- ❖ To represent residents to the university administration.
- ❖ To involve residents through our organization and in the campus.
- ❖ To create opportunities for all residents to learn and have fun.

Organization Information

Website	http://cmusdc.org/
Office	University Center 318H (3rd floor)
Mailing Address	Box 33, University Center Suite 103 Carnegie Mellon University 5000 Forbes Avenue Pittsburgh, PA 15213
Distribution List	https://lists.andrew.cmu.edu/mailman/listinfo/sdc-genbody
Google Calendar	http://www.google.com/calendar/embed? src=Y211c2RjQGdtYWlsLmNvbQ
CMU Calendar	http://my.cmu.edu , “Add Events”, “Browse Calendars”
Twitter	http://twitter.com/cmusdc
Facebook Group	http://tinyurl.com/CMUStudentDormitoryCouncil

Executive Members 2011-2012

Executive Board

President	Blake Artushin	bartushi@andrew.cmu.edu
Vice President	Abigail Daughtrey	adaughtr@andrew.cmu.edu
Secretary/Treasurer	Sarah Horner	shorner@andrew.cmu.edu
Student Advisor	Julian Kessler	jlkessle@andrew.cmu.edu
Faculty Advisor	Thomas Rainey	tjraine@andrew.cmu.edu

Committee Chairs

Booth	Sarah Carlson	sdcarlso@andrew.cmu.edu
Buggy	Alex Muñoz	abmunoz@andrew.cmu.edu
Campus Relations	Colleen Eagan	ceagan@andrew.cmu.edu
Campus Relations	Giri Mehta	grmehta@andrew.cmu.edu
Events Co-Chair	Nathan Hahn	nhahn @andrew.cmu.edu
Events Co-Chair	Victoria Velazquez	vvelazqu@andrew.cmu.edu
Funding	Lindsay MacGillivray	lmacgill@andrew.cmu.edu
Housing & Dining	Harrison Turner	hit@andrew.cmu.edu
Publicity	Anne Alcasid	aalcasid@andrew.cmu.edu

Types of Membership

General Members:

General members are all dorm fee-paying CMU students. The dorm fee is assessed to all residents living in CMU housing. Non-petitioned general members are not allowed to vote on any motions. All meetings are open to all members.

Petitioned Members:

Petitioned members are members who have turned in a petition signed by 25 residents in their housing area. The petition gives the member the right to vote on all motions that come before General Body. Petitions are available from the Secretary/Treasurer at General Body meetings and on our website. Petitioned members must live in residence halls, regularly attend, and be an active member of one committee.

As a petitioned member, one of your responsibilities is to inform the members of your housing area about events that you learn about at SDC meetings. You should also be aware of your area's concerns about University services and know to which committees to refer them. Additionally, you should be sure to get your area's input on matters discussed by SDC.

Executive Members:

Executive members are the President, Vice President, Secretary/Treasurer, Student Advisor, Faculty Advisor, and all standing committee chairs, also known as the members of the Executive Committee. Petitioned members are elected or appointed to be on the Executive Committee.

Petitioned Membership

Attendance Policy:

As a representative, you are required to attend all SDC General Body meetings every Wednesday at 8:00 PM in the designated meeting location. You are allowed three unexcused absences each semester; however, you may be formally excused from the meeting if you email the Secretary/Treasurer or Vice President by 7:00 PM on the day of the meeting. You must also attend all of your committee meetings. Each unexcused absence from a committee meeting is equal to missing one half of a general body meeting.

The following measures will be initiated in the event of unexcused absences:

First Miss - It's your one free miss. Everyone gets busy, and sometimes people just can't make the meeting.

Second Miss - The Vice President will contact you to find out why you are missing the General Body meetings.

Third Miss - You will lose your petitioned status and will no longer have voting privileges. You must petition again in order to regain your voting privileges.

Committee Membership:

As an SDC representative, you are required to be a member of at least one of the standing committees. Your responsibilities as a committee member include attending committee meetings and helping your committee to carry out its duties as dictated by the chair.

Organization Structure

SDC is composed of three parts: the Executive Board (ExBoard), the Executive Committee (ExComm), and General Body. The following is a brief description of the roles of each of the positions; more information can be found in the Constitution.

Executive Board:

The General Body elects the President and Vice President; the other positions are appointed by the President. The Executive Board (ExBoard) handles the day-to-day operations of the organization, in addition to representing the organization to the campus and looking forward at the future of the organization

President: Blake Artushin

The President calls and presides over General Body and ExComm meetings. The President, with the approval of ExComm, appoints all committee chairpersons. The President also represents SDC to the administration, other campus organizations, and the general public. The President is an ex-officio member of all SDC committees.

Vice President: Abigail Daughtrey

The Vice President's chief responsibility is that of recruitment and retention. The Vice President oversees all of SDC's internal communication. Also, the Vice President is in charge of the Activities Fair in the Fall and Spring and is charged with assembling the Info Packet. During meetings, the Vice President serves as Parliamentarian.

Secretary/Treasurer: Sarah Horner

The Secretary/Treasurer of is responsible for overseeing all of SDC's funds and ensuring that the committee expenditures remain within budget. The Secretary/Treasurer is responsible for producing minutes of meetings, keeping track of attendance, and producing budget reports.

Faculty Advisor: Thomas Rainey

The Faculty Advisor of is responsible for providing knowledge and expertise to the President, ExBoard, ExComm, and General Body.

Student Advisor: Julian Kessler

The Student Advisor of SDC is responsible for providing knowledge and expertise to the President, ExBoard, ExComm, and General Body.

Executive Committee:

The Executive Committee (ExComm) is limited to the appointed chairs of the standing committees and the Executive Board. The Committee acts as a sounding board for the President and votes on the appointment of Committee Chairs.

Standing Committees:

SDC's standing committees exist to perform functions that are necessary throughout the academic year. Each petitioned member must be a member of one of the standing committees; however, committees welcome participation by all residents. The President, with the approval of ExComm, appoints committee chairpersons. Each committee chairperson is responsible for calling committee meetings, keeping attendance records of their meetings, keeping records of their budget expenditures, and making a weekly report at the General Body meeting.

Booth Chair: Sarah Carlson

The Booth Committee supports housing areas in building or collaborating on blitz booths during Spring Carnival through advice, use of the booth storage space, equipment, funding, and supplies.

Buggy Chair: Alex Muñoz

SDC buggy is committed to providing our residents with an opportunity to be a part of a competitive buggy team. Members can push, drive, be a mechanic, or support the team during its practices.

Campus Relations Chair: Colleen Eagan and Giri Mehta

CR supports housing areas' leadership councils through distributing information and organizing. It also links SDC with the greater community of university resident hall councils through regional and national associations of resident halls.

Events Co-Chairs: Nathan Hahn and Victoria Velazquez

Events Committee plans and implements SDC-organized events targeted toward residents, including bus trips to surrounding areas and finals events.

Funding Chair: Lindsay MacGillivray

Funding helps student organizations run their own events that benefit residents. It gives recommendations to organizations asking for allocations, and helps to prepare these motions for presentation to the General Body.

Housing and Dining Chair: Harrison Turner

H&D solves real problems faced by residents on campus. The committee works closely with Housing and Dining Services to improve student life and impact dorm environments. Also, H&D supports miscellaneous Student Advisory Councils at which SDC representation is requested.

Publicity Chair: Anne Alcasid

The Publicity Committee is responsible for informing the campus about SDC, including events and initiatives. This includes brainstorming ideas for flyers and other promotional materials, then collaborating on creating and distributing the final product.

Delineations of Residential Areas

Definitions:

- ❖ Residence Area : a division of the residence hall system serviced by one Resident Assistant.
- ❖ Community Area : a division of the residence hall system serviced by one Community Adviser.
- ❖ Housing Area : a division of the residence hall system serviced by one House Fellow.

Separations of Housing versus Community Areas:

Housing Area	Community Area
Boss & McGill	Welch, Henderson, Boss & McGill
Welch & Henderson	
Donner	Donner
Fairfax, Webster & Shirley	Fairfax
	Webster & Shirley
Hamerschlag & Scobell	Hamerschlag
	Scobell
Intersection	Intersection
Morewood E-Tower	Morewood E-Tower
Morewood Gardens	Morewood Gardens
Mudge	Mudge
Residence on Fifth	Residence on Fifth
Resnik-West Wing	Resnik-West Wing
Shady Oak & Neville	Shady Oak & Neville
Stever	Stever

Guidelines to General Body Meetings

During General Body meetings, we follow an abridged version of Robert's Rules of Order. General Body meetings are designed to be an organized and informative interaction among our membership. In order for meetings to run smoothly, the President maintains an agenda, recognizes speakers, and keeps order.

Things to Consider:

- ❖ Be on time! Meetings begin promptly at 8:00 PM.
- ❖ Respect whoever has the floor; you should not interrupt anyone who is speaking.
- ❖ Feel free to ask questions and raise issues of general concern; we always welcome points of discussion!
- ❖ Raise all questions and concerns at the proper time. Items for general discussion and announcements each have their own time on the agenda.
- ❖ Remember to use Parliamentary Procedure during Old Business and New Business.

Parliamentary Procedure:

Parliamentary Procedure is a set of rules used to make meetings run smoothly. The President serves as the presiding officer. To make a motion, plan what you are going to say in advance and wait to obtain recognition from the President before proceeding. Recognition from the President is also required to speak during debate or discussion.

Components of a Meeting:

Executive Board Reports:

Each Executive Board member gives a brief update of what has been happening with respect to his/her position.

Guest Speakers:

If there are any guest speakers at the meeting, they have the floor for their presentation.

Old Business:

Any motions that have been tabled or issues that remained unresolved are brought up now.

New Business:

Call the Motion:

For example, a funding motion would be: "Motion not to exceed (dollar amount) from the Unallocated Funding Budget for (request)." Once the motion has been called, it must be seconded for the procedure to continue.

Introduction and Questions:

The motion is explained to the General Body usually in the form of a hand-out or presentation. Once the presenter has concluded the General Body can ask any questions that they have concerning the program. This will be moderated by the President and/or Vice President, who will move into discussion when they deem appropriate.

Discussion:

The General Body discusses the proposal's advantages and disadvantages, in regard to how the proposal will affect residents. This will be moderated by the President and/or Vice President. And of course, questions are always germane. The discussion is ended by a "call to question", which must be seconded.

Voting:

Voting procedure begins by a member of the General Body declaring "Call the Question" and then having the call seconded. Voting then takes place by a show of hands. There are three possible voting options:

- For - You vote in favor of the motion.
- Against - You vote against the motion.
- Abstain - Use only when you have a conflict of interest

An example of an abstention is being a primary member of the organization presenting the motion. Abstentions cannot be used during a vote on internal matters such as the changing of a budgeted line item.

General Discussion:

Once all unfinished business and new business has been completed, the meeting moves into general discussion. This is an open forum style discussion moderated by the President and/or Vice President.

Executive Committee Reports:

Each committee chair on the Executive Committee gives a brief report of what has been happening in his/her committee.

House Reports:

The members of each house get a chance to provide a brief report of what has been happening in their area. Sometimes, a specific topic will be posed to the representatives, such as issues or events.

Announcements and Adjournment:

Following General Discussion, any General Body member may make an announcement. Once all announcements have been made, a General Body member may declare "Motion to Adjourn" and if seconded the meeting will be adjourned by the President or Vice President.

Elections

The General Body elects and votes into office the President and Vice President. The election process begins with the selection of an Arbiter (a member not seeking election to either office) a week before elections. The Arbiter is appointed by the Executive Committee and approved by a majority vote of the General Body.

Nominations are given by a voting member, must be seconded by another voting member, and then accepted by the candidate. A candidate must have served as a Voting Member for at least 16 weeks. Nominations take place in the week after mid-semester grades are due; elections take place the week after that. A candidate can be nominated for both President and Vice President.

Election Day:

At the General Body meeting that elections are taking place, the candidates for President have at most 5 minutes to address the General Body, then take any questions. During this time, the other candidates must leave the room. After each candidate has a turn, the General Body has time to discuss while all candidates remain outside. The Arbiter will moderate this discussion. At the conclusion of the discussion, all voting members cast a secret ballot, which are then counted by the Arbiter and Faculty Advisor. The candidate needs a majority of votes of the General Body to be elected. After the President is announced, the candidates for Vice President repeat the process.

Timeline for 2011:

- March 16th: Arbiter approved
Nominations open for President and Vice President
- March 23rd: Nominations close for President and Vice President
President and Vice President are elected and announced
- March 30th: Elected officers take office
- April 13th: Non-Spring Carnival Committee Chairs appointed
- April 27th: Spring Carnival Committee Chairs appointed

Budgeting

Allocation:

During the Spring semester, money is allocated to each committee through an extensive budget process. First, after review of the previous year's budget, ExComm formulates and approves the budget. Then, the budget is brought to General Body for discussion and proposed changes. The budget is then tabled for one week, and it is voted on during the next General Body meeting.

Quarterly, SDC allocates money to each housing area based on the minimum representation they send to SDC during the previous quarter. The housing areas are required to send 1 representative per 250 residents, and are also required to give quarterly updates to SDC on how the money is being spent.

Expenditures:

Allocated money can be spent in three different ways in SDC:

1. Committee Chairs may spend money from their own budget as indicated by line items in the approved budget.
2. Chairs can use discretionary spending; they can spend up to \$50 without previous approval which allows them to buy food for meetings, make copies, or buy emergency supplies for programs without having to wait to motion at a General Body meeting.
3. Committee Chairs can request funding that is not explicitly stated in their approved budget. They must motion at a General Body meeting.

Unallocated Funding:

After budgeting, SDC may have remaining funds that have not been specifically allocated. Organizations can request funds by attending a meeting of the Funding Committee, which will then offer suggestions and have them put on the agenda for a General Body meeting. The General Body then discusses and votes. Motions \$1,000 and over are required to be tabled (discussed, then put on hold) for one week. Unallocated funding motions require a 2/3 vote to pass. Funding motions are called like so: "Motion not to exceed (amount of money) from the Unallocated Funding Budget for (request)."

Funding Bylaws

Sec.1: All expenses of SDC shall be defrayed from the dormitory activities fee, SDC assets and any other SDC revenue, unless otherwise specified by the General Body.

Sec. 2: The President and Secretary/Treasurer must prepare an annual budget outlining expected revenues and expenditures by the second General Body Meeting after the new chairpersons are appointed in accordance with the SDC Constitution Article 5, Sec. 2.

Subsec. 2a: A copy of the proposed budget must be distributed to Voting Members and ExComm at the General Body Meeting immediately preceding the General Body Meeting at which the proposed budget is brought to a vote by the General Body.

Subsec. 2b: The annual budget must be presented to the General Body by the President and Secretary/Treasurer at or before the second General Body Meeting following appointment of new non-carnival chairpersons in accordance with the SDC Constitution Article 5, Sec. 2.

Subsec. 2c: A two-thirds vote of General Body is required for passage of the budget proposal.

Subsec. 2d: A portion of the budget, designated "Resident Assistant Funding," shall be determined as part of the budget and disbursed in accordance with Sec. 9 of these Bylaws.

i) The vote must take place at or before the second General Body Meeting after the budget is presented to the General Body.

ii) In the event the budget is overridden by the General Body, a revised budget must be presented at the next General Body Meeting.

Subsec. 2e: A portion of the budget, designated "Resident Assistant Special Allocations," shall be determined as part of the budget in accordance with Sec. 10.

Subsec. 2f: A two-thirds vote of General Body is required to change the expenditures in any part of the proposed budget.

Subsec. 2g: The proposed budget should include explicit expenditures for each committee proposed by the respective chairperson.

Sec. 3: It shall be the responsibility of the Secretary/Treasurer to ensure that each committee and functionary unit spends within its budget.

Subsec. 3a: Each committee and functionary unit with a budget may spend from its budget in three ways. The chair of the committee or functionary unit may:

i) Spend funds from that group's budget as indicated by their approved budget (as noted in Article C, Sec. 2).

ii) Spend funds in a discretionary manner at or below a level to be set by the General Body.

iii) Spend funds specifically approved by a motion at a General Body Meeting (as indicated by Subsec. 3f).

Subsec. 3b: The Secretary/Treasurer must inform both the committee chairperson and the General Body if overspending is to occur.

Subsec. 3c: A two-thirds vote of General Body is necessary to amend a budget previously approved by the General Body.

Subsec. 3d: Any overspending by a committee or functionary unit will be noted in the final budget report for the year in which the overspending occurred. The overspending will be absorbed by the unallocated reserve funds defined in Bylaws Article C, Sec. 7.

Subsec. 3e: All funding reimbursements must be processed in accordance with university policies and procedures. The Secretary/Treasurer is responsible for making General Body aware of these policies.

Sec. 4: Unallocated funds may be used to fund unique programs or initiatives not previously accounted for in the budget for the current year.

Subsec. 4a: A two-thirds vote of General Body is necessary to approve spending of unallocated reserve funds., except as defined in Subsec. 5c.

Subsec. 4b: Any expenditure greater than \$1000 will be tabled for one week before the proposed expenditure is brought to a vote by the General Body. Tabling can be overridden by a two-thirds vote of the General Body.

Subsec. 4c: The Executive Committee cannot approve spending from this fund in ExComm emergency session as defined in Article 5, Sec. 3 of the Constitution.

Sec. 5: Requests for any funding for external groups not engaging in dorm improvements must be submitted to the Funding

Chair and approved at a Funding Meeting before being entertained by the General Body.

Subsec. 5a: The Funding Chair or their designate will act as the non-voting Chair of the Funding Committee. The Chair can only vote as described as Subsec. 5c.

Subsec. 5b: Quorum at a Funding Meeting is defined as five petitioned members excluding the Chair.

Subsec. 5c: A majority vote of the funding committee is required for a funding request to be entertained by the General Body. However, if the request is for Unallocated funding and is 100 dollars or less then approval by the funding committee is equivalent to passage by the General Body. In the event of a tie the Chair will cast the breaking vote.

Subsec. 5d: The requestor must provide the Funding Committee with a description of the activity, including date, time, place, and estimation of anticipated expenditures.

Subsec. 5e: The requestor will be responsible for obtaining receipts for his or her expenditures and returning them to the Funding Chair or the Secretary/Treasurer.

Subsec. 5f: The Funding Chair will be responsible for ensuring that the funds are spent on the items for which they were intended. If funds are misused, then the Secretary/Treasurer may, with the consent of ExComm, charge the requestor's account.

Subsec. 5g: All money motions expire four (4) months after approval.

Subsec. 5h: All money motion expirations must be reported to the Secretary/Treasurer at or before the next General Body Meeting.

Sec. 6: Requests for any funding for extraordinary projects or property to enhance a space within a dormitory community must be submitted to the Housing and Dining Chair and approved at a Housing and Dining Meeting before being entertained by the General Body.

Subsec. 6a: The Housing and Dining Chair or their designate will act as the non-voting Chair of the Funding Committee. The Chair can only vote as described as Subsec. 6c.

Subsec. 6b: Quorum at a Housing and Dining Meeting is defined as five petitioned members excluding the Chair.

Subsec. 6c: A majority vote of the Housing and Dining Committee is required for a property improvement request to be entertained by the General Body. However, if the request is for funding of 100 dollars or less then approval by the Housing and Dining Committee is equivalent to passage by the General Body. In the event of a tie the Chair will cast the breaking vote.

Subsec. 6d: The requestor must provide the Housing and Dining Committee with a description of the improvement or project, including any relevant dates, times, spaces, and estimated expenditures.

Subsec. 6e: The requestor will be responsible for obtaining receipts for his or her expenditures and returning them to the Housing and Dining Chair or the Secretary/Treasurer.

Subsec. 6f: The Housing and Dining Chair will be responsible for ensuring that the funds are spent on the items for which they were intended. If funds are misused, then the Secretary/Treasurer may, with the consent of ExComm, charge the requestor's account.

Subsec. 6g: All money motions expire four (4) months after approval.

Subsec. 6h: All money motion expirations must be reported to the Secretary/Treasurer at or before the next General Body Meeting.

Sec. 7: Any sale of property currently owned by SDC must be approved by both the President and the Secretary/Treasurer and processed in accordance with university policies and procedures.

Sec. 8: A contingency fund will be maintained for emergency situations.

Subsec. 8a: A two-thirds vote of General Body is necessary to approve funding requests from this contingency fund.

Subsec. 8b: The Executive Committee cannot approve spending from this fund in ExComm emergency session as defined in Article 5, Sec. 3 of the Constitution.

Subsec. 8c: Increases to the contingency fund will be considered yearly.

Sec. 9: Remaining allocated and unallocated reserve funds may be used outside of the academic year to support SDC summer operations and prepare for the upcoming year.

Subsec. 9a: These allocations can only be made when two thirds of ExComm cannot be obtained.

Subsec. 9b: All expenditures must be approved by the President and Secretary/Treasurer under consultation of the Faculty Adviser.

Subsec. 9c: All expenditures must be reported at the first General Body Meeting.

Sec. 10: Resident Assistant Funding shall be distributed directly to all Community Areas.

Subsec. 10a: For purposes of this Section, the First Quarter shall be defined as the time spanning the first week of the Fall semester to the last full week immediately preceding the release of Fall mid-semester grades, the Second

Quarter shall be defined as the time spanning the first week after the First Quarter to the last week of the Fall semester, the Third Quarter shall be defined as the time spanning the first week of the Spring semester to the last full week immediately preceding the release of Spring mid-semester grades, and the Fourth Quarter shall be defined as the time spanning the first week after the Third Quarter to the last week of the Spring semester.

Subsec. 10b: For the purposes of this Section, the Minimum Number of Representatives for each Community Area shall be defined as the smallest whole number of residents of the Community Area that is greater than the current resident capacity of the Community Area at the beginning of each quarter divided by two hundred fifty (250).

Subsec. 10c: For the purposes of this Section, individual Community Areas shall be said to meet Minimum Funding Standards in the First Quarter if the Community Area has the Minimum Number of Representatives present at the first, second, or both the first and the second General Body Meetings of the Fall semester, has the Minimum Number of Representatives who are present at and have turned in a petition by the third General Body Meeting, and has the Minimum Number of Representatives petitioned at all times--except for periods of time totaling not more than one week--throughout the remainder of the First Quarter. Also for the purposes of this Section, individual Community Areas shall be said to meet Minimum Funding Standards in the Second Quarter and Third Quarter if the Community Area has the Minimum Number of Representatives petitioned at all times--except for periods of time totaling not more than one week--throughout the respective Quarter. Also for the purposes of this Section, individual Community Areas shall always be said to meet Minimum Funding Standards in the Fourth Quarter.

Subsec. 10d: Except as otherwise specified in this Subsection, a Funding Coefficient shall be assigned to each Community Area and determined as the total resident capacity of the community area, and multiplied by one hundred percent (100%) if the Community Area has met Minimum Funding Standards for the previous quarter as specified in Subsec. 9c, or multiplied by fifty percent (50%) if the Community Area has not met Minimum Funding Standards for the previous quarter as specified in Subsec. 9c. The Funding Coefficient assigned to any Community Area may be modified from the amount specified in this Subsection by a two-thirds vote of the General Body.

Subsec. 10e: The portion of Resident Assistant Funding dispersed to each Community Area each Quarter shall be determined as the total budgeted Resident Assistant Funding divided by Four (4), multiplied by the Funding Coefficient assigned to the Community Area that quarter, and divided by the sum of all Funding Coefficients assigned to Community Areas that quarter.

Subsec. 10f: Resident Assistant Funding shall be dispersed to the Community Areas during the first week of each Quarter.

Subsec. 10g: At the end of the Fourth Quarter all remaining Resident Assistant Funding unspent by each Community Area will be reclaimed by SDC and remain Unallocated.

Subsec. 10h: Resident Assistant Funding dispersed to Community Areas shall be used only for expenses that primarily and directly benefit residents of the residence hall system. The use of these funds as donations for any charitable activity is prohibited.

Subsec. 10i: Each Quarter, each Community Area shall furnish to a member of ExComm a report detailing expenses deferred from Resident Assistant Funding for the quarter.

Sec. 11: Resident Assistant Special Allocation is distributed to support extraordinary events organized by residence halls.

Subsec. 11a: A two-thirds vote of the General Body is necessary to approve spending of Residence Assistant Special Allocation funding.

Sec. 12: Dorm Student Initiatives Funding is distributed to support extraordinary events organized by students of residence halls.

Subsec. 12a: A two-thirds vote of the General Body is necessary to approve spending of these funds

Amendments

The General Body shall have the power to make amendments to these Funding Bylaws.

1) A two-thirds vote is required for passage of any amendment.

2) Any amendment must be tabled for one week immediately after being seconded.

3) Copies of any proposed amendments must be filed with the Secretary/Treasurer, the Vice President, and the Funding Chair at the time they are proposed.

CONSTITUTION

PREAMBLE

The Student Dormitory Council is organized to serve the resident student needs and interests. The Student Dormitory Council will do this by representing the resident students to the administration, to other campus organizations, and to the general public. The Student Dormitory Council will promote the general welfare of resident students.

Article 1: Organization Name

The name of this organization will be the Student Dormitory Council, hereafter referred to as SDC.

Article 2: Jurisdiction

Sec. 1: Authority and Discrimination

Subsec. 1a: All residents of the University Housing system at Carnegie Mellon University will be served and represented by SDC under the guidelines of this Constitution and its Bylaws unless otherwise specified by the University administration.

Subsec. 1b: SDC will support and abide by the following Statement of Assurance available in The Word.

Sec. 2: Throughout this Constitution, a “Residence Area” is defined as a division of the residence hall system serviced by one Resident Assistant.

Sec. 3: Throughout this Constitution, a “Community Area” is defined as a division of the residence hall system serviced by one Community Advisor. If a Community Advisor does not exist, the Housing Area will be used analogously to the Community Area.

Sec. 4: Throughout this Constitution, a “Housing Area” is defined as a division of the residence hall system serviced by one House Fellow.

Sec.5L Throughout this constitution, the “Master Account” is defined as the account, for which SDC budgeted funds are pulled from with the Housing and Dining Services Office.

Article 3: Fees

Sec. 1: Members of the student body of Carnegie Mellon University living in a dormitory or other assigned space of University owned or maintained housing will be required to pay a dormitory activities fee each semester, the amount of which shall be determined by SDC and the appropriate administrative authorities.

Sec. 2: The semi-annual dormitory fee will be collected by the University with each student’s housing payment.

Sec. 3: A refund of the dormitory activities fee is possible only if the student is released from his or her housing contract prior to taking occupancy.

Article 4: Membership and Voting Privileges

Sec. 1: Upon ratification of this Constitution, all current and/or previous Voting Members of the organization ratifying this Constitution as a replacement to its current constitution shall retain their respective current and previous membership statuses as current and/or previous Voting Members in the new organization.

Sec. 2: All residents living within SDC jurisdiction will be General Members of SDC.

Subsec. 2a: A Carnegie Mellon University student currently enrolled full time as defined by the University and not living within SDC jurisdiction as defined by Article 2 may become a General Member by paying the dormitory fee

Subsec. 2b: General Members of SDC may join SDC committees but may not serve as members of ExComm (as defined in Article 5, Sec. 1) except as allowed in Article 5, Sec. 2.

Sec. 3: Any General Member of SDC (except those not living within SDC jurisdiction) may become a Voting Member by submitting a petition consisting of the signatures, names, and addresses of twenty-five General Members all residing in the same Community Area as the prospective Voting Member.

Subsec. 3a: The Secretary/Treasurer shall be responsible for determining the validity of the signatures on the petitions of prospective Voting Members.

Subsec. 3b: Any prospective Voting Member can be refused seating by a majority vote of the General Body, excluding abstentions.

Subsec. 3c: Voting Members take office one week after their petition is verified if the General Body does not take action to block their admittance.

Subsec. 3d: Voting Members who are petitioned for the current year remain in office for the rest of the current year unless voluntarily withdrawn or stricken from the membership in accordance with Bylaws Article B.

Sec. 4: Only Voting Members are entitled to vote at General Body Meetings with the following exceptions:

Subsec. 4a: Any Voting Member who is under the penalty of censure as defined in Bylaws Article B, Sec. 4 cannot vote.

Subsec. 4b: The presiding officer can vote only in the following two circumstances. Firstly, if a majority vote of General Body, excluding abstentions, is required for passage of a motion, and exactly 50% of the General Body, excluding abstentions, has voted to pass the motion, the presiding officer shall vote. Secondly, in the case of elections of the President and Vice President, the current presiding officer may vote.

Subsec. 4c: All committee chairs and the student advisor is specifically entitled to vote on any procedural motion or vote for which abstention by a petitioned member is prohibited.

Article 5: ExComm

Sec. 1: The Executive Committee, hereafter referred to as ExComm, consists of the President, Vice President, Secretary/Treasurer, Faculty Adviser, Student Adviser, and may consist of, but not be limited to the Chairperson(s) of each of the following committees: Booth, Buggy, Campus Relations, Events, Funding, Housing and Dining, and Publicity. Changes in the structure of appointed positions in ExComm, as defined in Sec. 2, may be made at the President's discretion with the a majority vote of ExComm.

Subsec. 1a: For the purposes of this Section, Voting Members shall be defined as members of ExComm except the Faculty Adviser, Student Adviser, and the Secretary/Treasurer. The President may vote only if a majority vote of ExComm, excluding abstentions, is required for passage of a motion, and exactly 50% of ExComm, excluding abstentions, has voted to pass the motion.

Subsec. 1b: All meetings of ExComm will be open to General Members of SDC, unless designated otherwise by the President and approved by a majority vote ExComm.

Subsec. 1c: For the purposes of this Article, "Chair" or Chairperson" refers to the individual(s) presiding over a specific committee.

Sec. 2: There are three types of positions in ExComm, each of which will be filled differently according to the following guidelines:

- 1) Elected positions - the offices of President and Vice President - will be selected and hold office under the guidelines outlined in Bylaws Article A. Only resident students may hold these offices.
- 2) Non-voting positions - the offices of Faculty Adviser, Student Adviser, and Secretary/Treasurer - will hold office for one academic year and be appointed by the President and approved by a majority vote of ExComm in the spring of the previous academic year. The Faculty Adviser is not a General Member.
- 3) Appointed positions
 - 3a) The President will appoint non-Spring Carnival committee Chairpersons as necessary two weeks after he or she takes office. Nominees for these positions will be taken from the General Body; each committee will be asked to submit as a body a single nomination for its respective Chair. At the committee's discretion, two names may be submitted in lieu of this single nomination to function as committee co-chairs. The appointments will be approved by a majority vote of the current President and Vice President and the members of ExComm appointed by the previous President. No single person shall be allowed more than one vote. New chairpersons will take office two weeks after their appointments are approved.
 - 3b) The President will appoint Spring Carnival committee Chairpersons as necessary before the final General Body Meeting of the spring semester, who will hold office for the following academic year. Nominees for these positions will be taken from the General Body; each committee will be asked to submit as a body a single nomination for its respective Chair. The appointments will be approved by a majority vote of the current President and Vice President and the members of ExComm appointed by the previous President. No single person shall be allowed more than one vote. New chairpersons will take office two weeks after their appointments are approved.
 - 3c) At the President's discretion and with the approval of ExComm, as many as two (2) appointed positions may be held by non-resident General Members who have previously been petitioned for at least sixteen (16) weeks.

Sec. 3: ExComm is empowered to act in the name of the General Body for the purpose of conducting urgent business.

Subsec. 3a: ExComm may act between General Body Meetings only when a Quorum cannot be obtained.

Subsec. 3b: ExComm may meet to conduct such business only if at least two thirds of its Voting Members are present.

Subsec. 3c: All actions taken by ExComm at such meetings must be reported to the General Body at the next General Body Meeting.

Sec. 4: Members of ExComm may be removed from office as outlined in Bylaws Article B.

Article 6: Duties of ExComm

Sec. 1: The duties of ExComm include but are not limited to those outlined in this Article or specifically stated elsewhere in the Constitution or its Bylaws. It is the duty of all members of ExComm to have a working knowledge of this Constitution and its Bylaws.

Sec. 2: The duties of the President are as follows:

Subsec. 2a: The President calls and presides over General Body Meetings.

Subsec. 2b: The President calls and presides over ExComm Meetings called at his or her discretion.

Subsec. 2c: The President appoints committee Chairpersons as detailed in Article 5, Sec. 2.

Subsec. 2d: The President maintains and, upon request, distributes thorough and contemporary descriptions of each of the positions in ExComm.

Subsec. 2e: The President represents SDC to the administration, to other campus organizations, and to the general public.

Subsec. 2f: The President represents SDC on the Student Senate as a non-voting, ex-officio member.

Subsec. 2g: The President is a non-voting ex-officio member of all SDC committees.

Subsec. 2h: The President designs and implements programs fostering leadership development and organizes leadership training sessions.

Subsec. 2i: The President may delegate those duties he or she is unable to perform.

Subsec. 2j: It is the duty of the President to have extensive knowledge of the SDC Constitution and its Bylaws.

Subsec. 2k: The President acts as supervisor to the paid Secretary/Treasurer, acting with consultation from the Faculty Adviser.

Subsec 2l: The President must attend Student Government Board of Directors meetings as detailed in the Student Government Constitution.

Subsec. 2m: The President shall be responsible for maintaining the SDC office and the office supplies within it.

Subsec. 2n: If the President is or will be unable to fulfill his or her duties for a period of less than three weeks, the Vice President will temporarily fulfill the duties of the President. If the President is or will be unable to fulfill his or her duties for a period of greater than three weeks, the office of the President is vacant, as defined in the SDC Bylaws Article A, Sec. 4, Subsec. 4a.

Sec. 3: The duties of the Vice President are as follows:

Subsec. 3a: The Vice President takes over the President's responsibilities when the President is not present at a meeting only if this absence is not covered by the Bylaws Article A, Sec. 4.

Subsec. 3b: It is the duty of the Vice President to advise the President and the General Body on meeting procedures, as specified in Bylaws Article E, and interpretation of the SDC Constitution and its Bylaws, as well as to act as Parliamentarian at all General Body Meetings and ExComm Meetings.

Subsec. 3c: It is the duty of the Vice President to notify the President immediately if breaches of procedure take place at General Body Meetings.

Subsec. 3d: The Vice President shall maintain copies of the SDC Constitution and its Bylaws and update them when amendments are passed.

Subsec. 3e: The Vice President shall maintain copies of the SDC Funding Bylaws and update them when amendments are passed.

Subsec. 3f: It is the duty of the Vice President to have extensive knowledge of the SDC Constitution and its Bylaws. The Vice President shall ensure that the requirements, rules, and qualifications outlined in the SDC Constitution and its Bylaws (and not already specified to be the responsibility of another group or individual) are met.

Subsec. 3g: The Vice President acts as coordinator of all member recruitment and retention efforts. This will at least include organizing the SDC table at the fall and spring Activities Fair and regular correspondence with all Voting Members.

Subsec. 3h: The Vice President is to maintain and distribute to all Voting Members the SDC Info Packet as accompaniment to the Constitution.

Subsec. 3i: The Vice President is to prepare a General Body Meeting agenda and distribute it to all ExComm and Voting Members in due time prior to each General Body Meeting.

Subsec. 3j: If the Vice President is or will be unable to fulfill his or her duties for a period of less than three weeks,

he or she must appoint a Voting Member to temporarily fulfill the duties of the Vice President. If the Vice President is unable to fulfill his or her duties for a period greater than three weeks, the office of the Vice President is vacant, as defined in the SDC Bylaws Article A, Sec. 4.

Sec. 4: The duties of the Secretary/Treasurer, as a paid position, include the following:

Subsec. 4a: The Secretary/Treasurer must compile an accurate membership roster and keep a record of Voting Member attendance.

Subsec. 4b: The Secretary/Treasurer must check to see that a Quorum is present at each General Body Meeting and must notify the General Body if there is none.

Subsec. 4c: The Secretary/Treasurer must take accurate minutes of each meeting and distribute them as required by the General Body.

Subsec. 4d: The Secretary/Treasurer corresponds to others on behalf of SDC as requested by the General Body or ExComm.

Subsec. 4e: The Secretary/Treasurer keeps records of committee Chairpersons, members and activities.

Subsec. 4f: The Secretary/Treasurer may require regular reports of the committees as necessary.

Subsec. 4g: It is the duty of the Secretary/Treasurer to remove members from office for excessive absenteeism (as outlined in Bylaws Article B, Sec. 3), and to notify both the member and the General Body when doing so.

Subsec. 4h: The Secretary/Treasurer must maintain the SDC budget. This budget must be distributed to ExComm once per semester, as close to mid-semester as is convenient.

Subsec. 4i: The Secretary/Treasurer shall be required to report regarding the budget and related matters upon request of ExComm or the General Body.

Subsec. 4j: The Secretary/Treasurer shall be responsible for prompt payment of all bills or allocation of SDC funds.

Subsec. 4k: If the Secretary/Treasurer is or will be unable to fulfill his or her duties for a period of less than three weeks, the President will appoint a Voting Member to temporarily fulfill the duties of the Secretary/Treasurer.

Subsec. 4l: The Secretary/Treasurer will make all transactions available on a claim-by-claim basis.

Sec. 5: The duties of the Booth Chairperson include supervision of the Booth Committee and organizing and running all aspects of the SDC sponsored Spring Carnival booth(s).

Sec. 6: The duties of the Buggy Chairperson include supervision of the Buggy Committee and preparing and maintaining the SDC Sweepstakes entries.

Sec. 7: The duties of the Campus Relations Chairperson include supervision of the Campus Relations Committee and relationships with Student Government and other leading campus organizations. The Campus Relations Committee shall be responsible for communication with other residence hall associations. This may include conferences and outreach programs to be determined at the committee's discretion. The chairperson is responsible for SDC participation at Undergraduate Student Senate general body meetings.

Sec. 8: The duties of the Events Chairperson include supervision of the Events Committee, and planning and implementing all events. The Events Committee shall be responsible for planning and implementing events taking place at the Underground restaurant and student activity center and those taking place during finals. Also, the duties of the Events Chairperson communication with hosting organizations to provide subsidized ticketing and special opportunities to dormitory students

Sec. 9: The duties of the Funding Chairperson include supervision of the Funding Committee and are further outlined in the SDC Funding Bylaws.

- Sec. 10: The duties of the Housing and Dining Chairperson include supervision of the Housing and Dining Committee and dealing with issues in dormitories, fire and safety, vandalism, and other areas involving the Housing and Dining Office. The Housing and Dining Chairperson is also in charge of screening all request for housing enhancements by a process further outlined in the SDC Funding Bylaws Sec. 6. The Housing and Dining Chairperson will also supervise SDC attendance at other special councils and committees pertaining to issues under Housing and Dining.
- Sec. 11: The duties of the Publicity Chairperson include supervision of the Publicity Committee and publicity of SDC events and meetings and media relations. The Publicity Chairperson shall be concerned with the public image of SDC. The Publicity Chairperson shall assist the other ExComm members with advertising.
- Sec. 12: The Faculty Adviser shall provide expertise and advice to the President and general council as required. The faculty advisor will also be responsible for totaling the remaining balance of each SDC account string at the end of every year. The Faculty Adviser will then be responsible for assuring that all funds unaccounted for in both the master housing account and additional SDC funds be transferred into the “Unallocated Budget” line item in the following years budget.
- Sec. 13: The Student Adviser shall provide expertise and advice to the President and membership as required in addition to that provided by the Faculty Adviser.
- Sec. 14: If SDC is provided with an office by Carnegie Mellon, keys to access this office shall be assigned to persons if and only if those persons are members of ExComm. Any exception to this rule must be approved by a two-thirds vote of General Body.
- Sec. 15: It is the responsibility of all committee chairs to ensure that all non-resident members of their committees either fulfill the petitioned member requirement of general body meeting attendance or fulfill the attendance requirements of one other committee, as defined by that respective chair.

Article 7: Duties of Voting Members

- Sec. 1: Voting Members are responsible for serving the general welfare and representing the ideas and concerns of their respective constituencies.
- Sec. 2: Voting Members must attend all General Body Meetings, unless excused.
- Sec. 3: Voting Members will serve on at least one standing committee and will fulfill the responsibilities of committee membership as defined by the committee chair for the current year.

Article 8: General Body Meetings

- Sec.1: General Body Meetings are to be held weekly, starting the second of the academic calendar in the first semester and the first week of the academic calendar in the second semester; continuing until the last week of classes, excluding vacations.
- Subsec. 1a: Any business under SDC jurisdiction may be conducted at General Body Meetings.
- Subsec. 1b: Any Carnegie Mellon student, faculty, or affiliate may participate in discussions and make motions at General Body Meetings.
- Sec. 2: Special General Body Meetings may be called by the President at any time.
- Sec. 3: No votes or action may be taken unless a Quorum is present. A Quorum is defined as a simple majority of the Voting Members.
- Sec. 4: General Body is defined as all Voting Members present at the General Body Meeting.
- Sec. 5: SDC General Body Meetings may be closed to everyone except the General Body and ExComm with a three-fourths vote of the General Body.

AMENDMENTS

The General Body shall have the power to make amendments to this Constitution and its Bylaws.

- 1) A two-thirds vote of all Voting Members is required for passage of any amendment.
- 2) Any amendment must be tabled for one week immediately after being seconded.
- 3) Copies of any proposed amendments must be filed with both the Secretary/Treasurer and the Vice President at the time they are proposed.

BYLAWS

Article A: Election of Officers

Sec. 1: Upon ratification of this Constitution, the President and Vice President of the organization ratifying this Constitution as a replacement to its current constitution shall be considered elected nunc pro tunc at the time of their respective elections in the organization ratifying this Constitution. Additionally at this time, all appointed officers of the organization ratifying this Constitution as a replacement to its current constitution shall be considered appointed nunc pro tunc at the time of their respective appointments in the organization ratifying this Constitution.

Sec. 2: Any Voting Member may run for President or Vice President providing he or she has served as a Voting Member for at least sixteen (16) consecutive weeks prior to elections.

Sec. 3: The General Body shall hold elections for President and Vice President during the second week after the release of mid-semester grades of the spring semester.

Subsec. 3a: The order of elections shall be the office of President followed by the office of Vice President. The President and Vice President shall be elected at the same General Body Meeting.

Subsec. 3b: Nominations for each office shall be opened the week immediately preceding elections, and reopened immediately prior to the election of each officer.

- 1) Any Voting Member may nominate a candidate for an office.
- 2) A second is required in order for a nominated member to become a candidate.

Subsec. 3c: Each candidate may address the General Body for as many as five minutes prior to the election for his office. Other candidates for the position must leave the room during this address.

Subsec. 3d: The General Body shall have time for general discussion of the candidates prior to the election for each officer. All candidates for the position must leave the room during this discussion.

Subsec. 3e: One week prior to the elections ExComm shall appoint a disinterested general member (i.e., a member not seeking election to either office) to be the Arbiter of the election. This appointment requires the majority vote of the General Body.

- 1) In the event that the Arbiter decides to run for an office, a new one must be immediately appointed.
- 2) The Arbiter may be removed at any time by a majority vote of the General Body. Upon removal, a new Arbiter must be immediately appointed.

Subsec. 3f: The Arbiter shall conduct the election and with the assistance of the Faculty Adviser shall receive and tally the votes.

Subsec. 3g: Absentee ballots for a candidate for an office shall be accepted if signed and presented by another Voting Member to the Arbiter prior to the General Body Meeting. The vote shall be valid only during ballots in

which the candidate specified is still in the running for the office specified independent of the other candidates for that office. The Voting Member casting the absentee ballot will not be counted for the purpose of establishing Quorum for that meeting.

Subsec. 3h: A majority vote of General Body is required for the election of a candidate.

- 1) In the event that no candidate receives a majority vote of General Body, a new vote must be held between the candidates receiving the two largest numbers of votes.
- 2) In the event of that no candidate, still in the running after the application of the above, receives a majority vote of General Body, a new vote must be held among all candidates still in the running.
- 3) Before a new vote is held, each candidate shall be allowed to address the General Body for not more than three minutes.

Subsec. 3i: In the event of a dispute concerning the rules during the election process, a motion to suspend or temporarily alter (that is, to change the procedure for that particular election and no others) any of the rules of Subsec. 3e through Subsec. 3h of this section may be made. Such a motion must be entertained immediately and requires a two-thirds vote of Voting Members for passage.

Subsec. 3j: Voting for all elected officers shall be by secret ballot.

Sec. 4: If an office becomes vacant, nominations shall be accepted at the next regular General Body Meeting after the office is determined to be vacant.

Subsec. 4a: An office becomes vacant when:

- 1) An officer resigns.
- 2) An officer is removed from office as specified in Bylaws Article B.
- 3) An officer is unable to fulfill their responsibilities for three or more consecutive weeks.

Subsec. 4b: Elections will be held to fill the vacant position one week after the nominations (with procedure as outlined Bylaws Article A, Sec. 3) and the new officer will take office immediately.

Subsec. 4c: If the Presidency is vacated, the Vice President will fulfill the duties of the President until a new President is elected as specified in Bylaws Article A, Sec. 3.

Subsec. 4d: The elected officer will complete the term of the vacating officer.

Sec. 5: The term of office for all elected officers will run from one week after the date of elections (except as specified in Bylaws Article A, Sec. 4, Subsec. 4a) until one week after the next set of elections as specified in Bylaws Article A, Sec. 3.

Article B: Impeachment, Removal and Censure

Sec.1: Impeachment proceedings may be brought against a Voting Member or member of ExComm by any Voting Member or member of ExComm.

Subsec. 1a: A motion of impeachment may be brought up at any General Body Meeting. Such action takes precedence over any other business.

Subsec. 1b: The accuser may withdraw the motion at any time.

Subsec. 1c: The accusing party shall have time to state his case and the defendant shall have equal time for a rebuttal.

Subsec. 1d: Both parties shall leave the room while the General Body discusses the case and votes on indictment.

Subsec. 1e: A majority vote of General Body is required for indictment.

Sec. 2: If the vote for indictment succeeds, a trial must be held within one week.

Subsec. 2a: The President shall choose a Chief Justice to preside over the trial. If the President is the party indicted, then the Vice President and Secretary/Treasurer shall choose a Chief Justice.

Subsec. 2b: The Chief Justice must be a non-Voting Member.

Subsec. 2c: The Chief Justice shall conduct the trial by allowing equal time for both the accuser and defendant to state their cases. The Chief Justice will allow time for Voting Members in general discussion.

Subsec. 2d: The General Body shall vote on conviction of the defendant. A two-thirds vote of Voting Members is required for conviction.

Subsec. 2e: Upon conviction, the member will be asked to leave and his or her name will be stricken from the role. An ExComm member may retain his or her seat on the council provided that the explicitly stated purpose of the motion to impeach was only to remove him or her from that office.

Sec. 3: Any Voting Member may be removed from office for three unexcused absences from General Body Meetings during any one semester.

Subsec. 3a: Any reasonable excuse presented to an ExComm member prior to the missed General Body Meeting will excuse the member from attending that meeting. For committee meetings, the excuse must be presented to the committee chairperson.

Sec. 4: The General Body may vote to censure any General Member of SDC whom it feels is disrupting SDC business.

Subsec. 4a: The motion to censure may be made at any General Body Meeting and takes precedence over all other main motions.

Subsec. 4b: The motion may be withdrawn at any time by the accuser.

Subsec. 4c: The accuser and defendant may each have two minutes to state their cases.

Subsec. 4d: Both the accuser and defendant shall leave the room while the General Body debates and votes on the motion.

Subsec. 4e: A two-thirds vote of General Body is required for censure.

Subsec. 4f: A censured member may not speak for the remainder of that General Body Meeting and may be required to leave by a majority vote of the General Body.

Article C: Petitions

Sec. 1: General Members of SDC may submit to a member of ExComm a petition stating their grievances and containing twenty-five signatures and addresses of General Members of SDC. These petitions must be validated by the Vice President and Secretary/Treasurer.

Sec. 2: Upon validation, the grievances stated in the petition must be discussed at the next General Body Meeting.

Article D: Parliamentary Authority

Sec. 1: The current edition of Robert's Rules of Order shall govern SDC in all cases involving parliamentary authority or order in which they are not inconsistent with the SDC Constitution or its Bylaws.

Sec. 2: SDC shall follow a basic agenda as approved by the General Body and interpreted by the presiding officer. Any decision of the presiding officer regarding the agenda may be reversed by a majority vote of the General Body.

Article E: Funding

Sec. 1: The funding policies of SDC are outlined in the SDC Funding Bylaws.