

Florida Atlantic University  
Student Government Association  
Treasure Coast Student Government  
2009-2010 Legislative Session

**CHAPTER 1000-TREASURE COAST CAMPUS STUDENT GOVERNMENT**

- 1000.100 Intent and Declaration of Policy**  
Chapter 1000 is hereby established to provide the guidelines and structure as well as procedures specific to the Treasure Coast Campus Student Government.
- 1000.200 Guidelines, Procedures, and Structure of the Treasure Coast Campus Student Government**  
The Treasure Coast Campus Student Government shall follow the guidelines and procedures as delineated in the Student Government Constitution and the University-Wide Student Government Statutes as well as the procedures outlined hereunto.
- 1001.000 Definitions**
- 1001.100.a. Treasure Coast Campus Student**  
A student enrolled at FAU taking at least 50% of his/her credits at the Treasure Coast Campus.
- 1001.100.b. Treasure Coast Campus Student Government**  
An organization that receives its operating expenses directly from the allocations in the Student Government Budget to provide services and employment to students.
- 1001.100.c. Governor**  
The leader of the executive branch whom is elected by the campus student body.
- 1001.100.d. Treasurer**  
The appointed person responsible for producing banner request, keeping track of purchase orders, and balancing OPS in general account funds.
- 1001.100.e. Program Board Director**  
The appointed person is responsible for encouraging student involvement through campus events, working with local vendors, and providing giveaways.
- 1001.100.f. Program Board Assistant**

The appointed person responsible for aiding the Program Board Director in all endeavors.

**1001.100.g. Speaker of the House**

The elected officer who governs the House of Representatives in the legislative branch.

**1001.100.h. Speaker Pro-Tempore**

The elected representative of the House of Representatives who acts as Speaker of the House when needed in the legislative branch.

**1001.100.i. Associate Justice**

A member of the student court who serves the university-wide student body in all matters and petitions of the court.

**1001.100.j. House of Representatives**

The legislative body that addresses the concerns and needs of the campus in which they are elected.

**1001.100.k. Senators**

The representatives who address the concerns of the university-wide matters in which he/she is elected.

**1002.000 Executive Branch**

**1002.100 Treasure Coast Campus Student Body Governor**

**1002.110 Eligibility for Governor**

**1002.111** Must be enrolled for at least nine (9) undergraduate credit hours or six (6) graduate credits, with 50% of the total number of credits on the TC Campus at the time of election and throughout their term of office.

**1002.112** Must meet the minimum qualifications for student officers as defined by the Student Government Constitution, Student Body Statutes, and University Regulation 4.006.

**1002.120 Powers and Duties of the Governor**

**1002.121** Shall be set forth in the *FAU SG Const. Art. IV, Section 5* and in the Student Body Statutes.

**1002.122** Shall make a report on the activities of the executive branch monthly or as requested, to the Treasure Coast House of Representatives.

**1002.123** Shall have the authority to hire all executive cabinet positions on the TC Campus. This provision is provided on budgetary conditions and the Treasure Coast Campus House of Representatives approval/confirmation with a majority vote of its total active membership.

**1002.124** Shall be available for a minimum of ten (10) office hours on campus every week during their term of office.

**1002.130 Absences, Removal, Resignation in the Position of Governor**

**1002.131** TC Campus Governor may be removed from his/her office by the following:

- a) May resign his/her office as governor by sending a letter of resignation to the SG President and the TC Campus SG Advisor.
- b) May be recalled from his/her position in accordance with *FAU SG Stat. 108.000*.
- c) If the Governor resigns or is recalled he/she may opt to stay involved in Student Government.

**1002.132** For any reason while the TC Campus Governor is in office, he/she may take a leave of absence without pay for up to four (4) weeks. While on leave the TC Campus Speaker of the House will preside over the administrative duties of the TC Campus Governor until the time he/she returns.

**1002.133** If for any reason the TC Campus Governor does not resume his/her post after the four-week absence, then the position of governor shall be deemed vacant.

**1002.134** Whenever the office of the TC Campus Governor becomes vacant due to removal, resignation or impeachment, the Speaker of the House, in accordance with *FAU SG Const. Art. IV, Section 6 (c)*, shall become the Governor. If not he/she, then the Speaker Pro-Tempore, if not he/she, the longest standing House of Representatives member will fill the position for the remainder of the semester term.

**1002.200 Treasure Coast Campus Student Body Treasurer**

**1002.210 Eligibility for Treasurer**

**1002.211** Must be enrolled for a minimum of six (6) undergraduate credits or three (3) graduate credit hours, with 50% of the total number of credits on the TC Campus at the time of selection and throughout their term of office.

**1002.212** Must meet the minimum qualifications for a student as defined by the Student Government Constitution, the Student Body Statutes, and University Regulation 4.006.

**1002.220 Powers and Duties of the Treasurer**

**1002.221** Shall maintain accurate records of all financial transactions concerning the TC Campus.

**1002.222** Shall oversee the disbursement of funds according to the TC Campus Student Government budget.

**1002.223** Shall submit a monthly report on the status of student funds to the TC Campus House of Representatives.

**1002.224** Shall account for all expenditures of the TC Campus Student Government funds.

**1002.225** Shall keep records of all TC Campus Student Government employee payroll and weekly hour documents.

**1002.226** Shall inform Student Government officials of any account where there seems to be mismanagement, inappropriate or unauthorized spending and also of any failure to comply with established policies, procedures or guidelines by SG officials.

**1002.227** Shall be available for office hours at least ten (10) hours per week during their term of office.

**1002.300 Treasurer Coast Campus Student Body Program Board Director**

**1002.310 Eligibility for Program Board Director**

**1002.311** Must be enrolled for a minimum of six (6) undergraduate credit hours or three (3) graduate credit hours with 50% of

the total number of credits on the TC Campus at the time of selection and throughout their term of office.

**1002.312** Must meet the minimum qualifications for a Student as well as a Student employee as defined by the Student Government Constitution, the Student Body Statutes, and University Regulation *4.006*.

**1002.320 Powers and Duties of the Program Board Director**

**1002.321** Shall make a monthly report on the activities and status of programs and student activities to the TC Campus House of Representatives. If the Program Board Director cannot attend a house meeting, the monthly report shall be typed and presented to the Speaker of the House twenty-four (24) hours before the scheduled meeting.

**1002.322** Shall report, in detail, all campus activities directly to the TC Campus Student Body Governor.

**1002.323** Shall oversee the Program Board Assistants, events, and the Program Board budget.

**1002.324** Shall maintain at least ten (10) office hours a week.

**1002.400 Treasure Coast Campus Student Body Program Board Assistant(s)**

**1002.410 Eligibility for Program Board Assistant(s)**

**1002.411** Must be enrolled for a minimum of six (6) undergraduate credit hours or three (3) graduate credit hours with 50% of the total number of credits on the TC Campus at the time of selection and throughout their term of office.

**1002.412** Must meet the minimum qualifications for a Student as defined by the Student Government Constitution, the Student Body Statutes, and University Regulation *4.006*.

**1002.420 Powers and Duties of the Program Board Assistant(s)**

**1002.421** Shall assist the Program Board Director in the planning and implementing of campus events.

**1002.422** Shall report to the Program Board Director.

**1002.423** Shall be available for at least ten (10) hours a week.

**1002.500 Treasure Coast Student Body Governor's Appointment Procedures**

**1002.510** The Governor shall submit his/her Governor's Report to the TC Campus House of Representatives with the name of the nominee, job description and the amount of stipend or other compensation within twenty-four (24) hours of the scheduled house meeting.

**1002.511** The nominee may then be asked questions by the TC Campus House of Representatives and appointed officers during a scheduled meeting. The nomination will require a majority vote of the House's total active membership for confirmation.

**1002.512** The TC Campus House of Representatives has two weeks to act on the nomination. If it is not acted upon within the two weeks, the nomination will be considered approved.

**1002.513** All cabinet appointments are only in effect for the length of the term of office of the TC Student Body Governor.

**1002.600 Removal or Resignation of Gubernatorial Appointed Positions**

**1002.610** If any position(s) of Treasurer, Senate, Program Board Director and/or Assistant(s) become vacant due to resignation the individual must submit a resignation letter to the TC Campus Governor.

**1002.611** If by any means, the Governor decides to remove any appointed officer(s), he/she must take the claim to the TC Campus House of Representatives. The removal must be approved by a two-thirds (2/3) majority vote of its active membership.

**1002.700 Succession of Officers in Treasure Coast Campus Student Government**

**1002.710** The succession of officers for the Treasure Coast Campus Student Government shall be as follows:

1. Treasure Coast Campus Student Body Governor

2. Treasure Coast Campus Student Body Speaker of the House
3. Treasure Coast Campus Student Body Speaker Pro-Tempore
4. The longest standing House of Representatives member

**1003.000 Legislative Branch**

**1003.100 Treasure Coast Campus Student Body Senators**

**1003.110 Eligibility for Senators**

**1003.111** Consist of (2) members whom are enrolled at Florida Atlantic University.

**1003.112** Must be enrolled for a minimum of six (6) undergraduate credits or three (3) graduate credit hours, with 50% of the total number of credits on the TC Campus at the time of submitting candidacy and throughout their term of office.

**1003.113** Must meet the minimum qualifications for a Student as defined by the Student Government Constitution, the Student Body Statutes, and University Regulation 4.006.

**1003.120 Powers and Duties of the Senators**

**1003.121.a.** Shall represent students in all university-wide matters.

**1003.121.b.** Shall develop and promote activities of interest to students.

**1003.121.c.** Shall maintain communication with the student body, SG President, SG Vice President, Chief Justice, and TC Campus Governor on all matters concerning the students of Florida Atlantic University.

**1003.121.d.** Shall consider all legislation necessary and proper to the student body.

**1003.121.e.** Shall override a presidential veto of any legislation when appropriate.

- 1003.121.f.** Shall serve as the validation body for all SG elections.
- 1003.121.g.** Shall advise and consent, by majority vote, appointments made by the Student Body President.
- 1003.121.h.** Shall approve the appointment of the Chief Justice by a two-thirds (2/3) vote.
- 1003.121.i.** Shall approve and allocate the university-wide Activity and Service Fee fiscal budget of the Student Government, as provided by statutes.
- 1003.121.j.** Shall consider three forms of legislation: bills, simple resolutions, and joint resolutions.

**1003.200      Treasure Coast Campus Student Body House of Representatives**

**1003.210      Eligibility for the House of Representatives**

- 1003.211**      The TC Campus House of Representatives shall consist of five (5) at-large seats plus one (1) seat for every five hundred (500) students enrolled on campus.
- 1003.212**      Must be enrolled for a minimum of six (6) undergraduate credits or three (3) graduate credit hours, with 50% of the total number of credits on the TC Campus at the time of selection and throughout their term of office.
- 1003.213**      Must meet the minimum qualifications for a Student as defined by the Student Government Constitution, the Student Body Statutes, and University Regulation 4.006.

**1003.220      Powers and Duties for the Campus House of Representatives**

- 1003.221.a.**      TC Campus House of Representatives shall be bound by the *FAU SG Stat. 458.710*.
- 1003.221.b.**      Shall be assigned to an Academic College to represent and bring the concerns of that college to the TC Campus House of Representatives.
- 1003.221.c.**      Shall be accessible to attend public meetings and also be readily accessible to the student body of which they represent.

- 1003.221.d.** Shall be responsible for the legislative powers of the student body on the TC Campus.
- 1003.221.e.** Shall represent the TC Campus student body by writing legislation, meeting with students, planning activities, etc.
- 1003.221.f.** Shall be required to have a working understanding of the following texts in order to fulfill their position in the TC Campus House.
- a) Student Government Constitution and Statutes
  - b) Robert's Rules of Order (Parliamentary Procedure)
- 1003.221.g.** Shall represent students in all campus matters.
- 1003.221.h.** Shall maintain communication with the student body and TC Campus Governor on all matters concerning students.
- 1003.221.i.** Shall consider three forms of legislation: bills, simple resolutions, and joint resolutions.
- 1003.221.j.** Shall have the ability to write, propose, and present legislation felt to be necessary and proper to the Student Body.

**1003.230      Absence, Removal, Resignation for the House of Representatives**

**1003.231      Absences shall be counted as follows:**

- a) All excused absences shall be considered as 1 point.
- b) All unexcused absences shall be considered as 2 points.
- c) Half absences shall be one-half of the point value otherwise associated with the type of absence incurred.
- d) Absences will be accounted for even though quorum is not met.

- e) Once a member reaches a total of **4 points** in a single semester that member shall be considered resigned from office immediately and notified within 24 hours of reaching the maximum **4 points**.
- f) Failure to attend three (3) total meetings per semester shall result in immediate automatic removal from office.

**1003.232** The TC Campus Speaker of the House shall have authority over in-house elections including: when elections take place, advertising the election, and meeting with potential students.

**1003.233** The TC Campus Speaker of the House shall advertise the open positions on the TC Campus including the date of the house meeting at which the seat will be considered for at least two weeks before the house meeting.

**1003.234** The vacancy(s) shall be filled through a majority vote of the TC Campus Student House of Representatives.

**1003.235** All in-house candidates must be a student as defined in the Student Government Constitution and must meet the requirements for Student Government officers set forth in the Student Government Constitution and the TC Student Body Statutes.

- a) In-house representatives shall have the same power and duties as any student body representatives.
- b) Shall serve until the end of the house term regardless of when their in-house election took place.
- c) In-house elections may be held at least once per semester if positions are open.

**1003.300** **Treasure Coast Campus Student Body Speaker of the House of Representatives**

**1003.310** **Eligibility for Speaker of the House**

**1003.311** These qualifications are defined in *FAU SG Stat. 455.000*.

**1003.312** Must meet the minimum qualifications for a student as defined by the Student Government Constitution, the Student Body Statutes, and University Regulation 4.006.

**1003.320 Election for the Speaker of the House**

**1003.321** Any election of the Speaker of the House shall take place in accordance with the *FAU SG Stat. 471.000* and *FAU SG Stat. 471.300*.

**1003.322** Shall be elected among the membership of the Campus House of Representatives.

**1003.323** Shall require a majority vote in order to be an elected candidate with at least three-fourths (3/4) of the TC Campus House membership present for the election to occur.

**1003.330 Powers and Duties for the Speaker of the House**

**1003.331.a.** Shall be set forth in accordance with the *FAU SG Stat. 475.100*.

**1003.331.b.** Shall be responsible for making all arrangements necessary for the weekly meetings of the house including room reservations, clerical procedures for bills, resolutions and the calendar, and the distribution of the agenda.

**1003.331.c.** Shall announce all house resignations and/or removals within seven (7) academic days of enactment.

**1003.331.d.** May introduce or sponsor legislation.

**1003.331.e.** Shall handle all house correspondence unless decided otherwise by the House.

**1003.331.f.** Shall serve as a voting member of the screening committee, which selects the TC Campus Treasurer and other positions necessary.

**1003.331.g.** Shall call meetings of the TC Campus Student House when deemed necessary with forty-eight (48) hours notice given to the House of Representatives.

**1003.331.h.** Shall provide access to an updated copy of the Student Body Statutes and Constitution, and campus budget.

**1003.331.i.** Shall be empowered to hold a house procedures workshop as part of the first house meeting of each semester.

**1003.331.j.** Shall be available for at least ten (10) office hours on campus per week during his/her term of office.

**1003.340 Absences, Removal, Resignation in the Position of Speaker of the House**

**1003.341** TC Campus Speaker of the House may be removed from his/her office by the following:

- a) May resign his/her office as Speaker by sending a letter of resignation to the governor.
- b) May be recalled from his/her position as a member of the TC Campus House of Representatives in accordance to *FAU SG Stat. 108.000*.
- c) If the Speaker resigns or is recalled he/she may opt to stay involved in Student Government.

**1003.342** For any reason while the TC Campus Speaker of the House position is vacant up to two (2) weeks, the position shall be filled with the House Speaker Pro-Tempore.

**1003.400 Treasure Coast Campus Student Body House Speaker Pro-Tempore**

**1003.410 Eligibility for House Speaker Pro-Tempore**

**1003.411** Must meet the qualifications of the House of Representatives.

**1003.412** Must meet the minimum qualifications for a Student as defined by the Student Government Constitution, the Student Body Statutes, and University Regulation *4.006*.

**1003.420 Election of the Speaker Pro-Tempore**

- 1003.421** Any election of the Speaker Pro-Tempore of the House shall take place in accordance with the *FAU SG Stat. 470.120* and *FAU SG Stat. 471.300*.
- 1003.422** Shall be elected from among the membership of the TC Campus House of Representatives.
- 1003.423** Shall require a majority vote in order to be an elected candidate with at least two-thirds (2/3) of the TC Campus House membership present for the election to occur.

**1003.430 Powers and Duties for the House Speaker Pro-Tempore**

- 1003.431** In the event of the Speaker of the House's absence or temporary vacancy, the Speaker Pro-Tempore shall act as Speaker for the duration of the absence.
- 1003.432** Shall keep all attendance records of the members of the TC Campus House of Representatives.
- 1003.433** Shall be responsible for ensuring that committee chairs submit a written report for inclusion into the agenda of the regular house meeting.
- 1003.434** Shall assist the TC Campus Speaker of the House with administrative duties in relation to the operation of the house.
- 1003.435** May also perform the duties of House Parliamentarian, if one is not present.

**1003.440 Absences, Removal, Resignation in the Position of Speaker Pro-Tempore**

- 1003.441** TC Campus Speaker Pro-Tempore may be removed from his/her office by the following:
- a) May resign his/her office as Speaker Pro-Tempore by submitting a letter of resignation to the Speaker of the House and remain a member of the TC Campus House of Representatives.
  - b) May be recalled from his/her position as a member of the TC Campus House of Representatives in accordance to *FAU SG Stat. 108.000*.

- c) If the Speaker Pro-Tempore resigns or is recalled he/she may opt to stay involved in Student Government.

**1003.442** For any reason while the Treasure Coast Speaker Pro-Tempore position is vacant, the position shall be filled by another nominated student, who shall be confirmed by the TC Campus House of Representatives with a two-thirds (2/3) majority vote of its active membership.

**1003.500 Legislative Procedures**

**1003.510** All legislative procedures shall follow the Student Government Constitution and Statutes.

**1003.520** All proposed legislation shall be in electronic bill form and submitted to the Speaker of the House.

**1003.530** The legislation shall be then given a number and shall be placed on the agenda as new business. The procedure for numbering legislation is defined in the *FAU SG Stat. 458.118*.

**1003.540** All proposed TC Campus legislation must include the following information:

- a) Author - person who wrote the legislation
- b) Sponsor(s) - must be a Student Body House Representative
- c) Date – date on which the proposed legislation will enter New Business on the Agenda
- d) Legislation Number – given by the Treasure Coast Speaker of the House
- e) Title – what the proposed legislation is to be named
- f) Legislation Session

**1003.550** All TC Campus-Based legislation shall have the following information at the end of it:

- a. This bill Passed/Fail on this \_\_day of \_\_\_\_\_, (current year) by a count of \_\_Yes \_\_No \_\_Abstain, as moved by \_\_\_\_\_ and second by \_\_\_\_\_.

- b. This bill Enacted/Vetoed on this \_\_\_day of \_\_\_\_\_, (current year) by \_\_\_\_\_ signature of the Student Body Campus Governor.
- c. This bill Approved/Sent Back for reconsideration on this \_\_\_day of \_\_\_\_\_, (current year) by \_\_\_\_\_ signature Vice President of Student Affairs.

**1003.600 Legislative Numbering**

**1003.610** All legislation used to transfer, allocate, or spend funds from Campus legislative accounts shall be in the form of a Treasure Coast House Bill-(TCHB).

**1003.620** All legislation used to express the intent of the TC Campus Student Government shall be in the form of a Treasure Coast House Resolution (TCHR).

**1003.630** All legislation used to change the Student Body Statues under jurisdiction of the specific TC Campus House shall be in the form of a Treasure Coast Student Body Statute (TCSBS).

**1003.640** All legislation used to recommend changes to the Student Government Constitution shall be in the form of a Constitutional Amendment Recommendation (CAR).

**1003.650** All legislation used to recommend changes to the university-wide statues under jurisdiction of the University-Wide Senate shall be in the form of Student Body Statute Recommendation (TCSBSR).

**1003.700 Process of Legislation – Treasure Coast Campus House**

1. All legislation must be received by the TC Campus House Speaker seventy-two (72) hours before the next regular scheduled meeting to be placed on the agenda.
2. All legislation shall be placed on the agenda as new business and may be approved, not approved, or left under new business for it to appear under old business at the next TC Campus House meeting.
3. The TC Campus Student Body Governor has five (5) academic days in which to recommend for approval or veto the

legislation. Upon inaction by the TC Campus Student Body Governor within these five (5) academic days, the legislation shall be considered approved and will be forwarded to the Student Body President for approval or veto.

4. Upon approval of the TC Campus House of Representatives, the legislation will be sent to the TC Campus Student Body Governor for recommendation of approval or veto.
5. Upon recommendation of approval by the TC Campus Student Body Governor, the legislation shall be forwarded to the Student Body President for approval or veto.
6. If the legislation is recommended for veto by the TC Campus Student Body Governor, the legislation returns to the TC House of Representatives at the next regularly scheduled meeting under vetoed business to be voted on in order to override the recommendation for veto.
7. The TC Campus House of Representatives may override the recommendation for veto by two-thirds (2/3) vote of a total active membership of the TC Campus House of Representatives.
8. If the recommendation is overridden, the legislation shall be sent to the Student Body President for approval or veto.
9. The Student Body President has five (5) academic days in which to enact or veto legislation and upon inaction by the Student Body President within those five (5) academic days, the legislation shall be considered enacted and shall carry the force of law.
10. Upon approval by the Student Body President, the legislation shall be considered enacted and shall carry the force of law.
11. All enacted legislation that changes or amends the TC Campus Student Government Statutes is subject to final approval by the FAU Board of Trustees.

## **1003.800 Meeting Procedures**

- 1003.810** The percent of members of the TC Campus House of Representatives attending a meeting to establish a quorum must be 50% plus one of the membership rounded up.

- 1003.820** Special meetings of the TC Campus House may be called by the Governor or by a majority of the members of the TC House. Representatives must be given notice forty-eight (48) hours prior to the special meeting.
- 1003.830** No meeting of a TC Campus House of Representatives shall take place when classes are not in session.
- 1003.840** Any meetings of the TC Campus House of Representatives or of any agency of the TC Campus Student Government shall be open to all students, faculty, staff and general public who wish to attend in accordance with the Florida Law.
- 1003.850** Robert's Rule of Order, latest edition, shall be the procedural rules under which the TC Campus House of Representatives and all of its Committees shall operate. Robert's Rule of Order, however, will not supersede the Student Government Constitution and/or the Student Body Statutes.
- 1003.860** **Open Forum**
- 1003.861** The TC Campus House of Representatives shall provide a time during the regular scheduled meetings to be referred to as "OPEN FORUM" which shall have a limit time of no less than two (2) minutes per person if any time limit is assigned.
- 1003.862** Open forum is the time of permitting students and others to freely address the TC Campus House of Representatives with any issues and/or concerns they have on campus.
- 1003.863** The Speaker of the TC Campus House of Representatives shall conduct the open forum and shall not require prior notice from individuals who wish to address the TC Campus House of Representatives.
- 1003.864** Only the Speaker of the TC Campus House of Representatives shall speak for the Student House of Representatives as a whole.

**1003.865** An individual Student Body Representative shall be permitted to respond to matters directed specifically to them.

**1003.866** During Open Forum, only the most general of Robert's Rules of Order will be followed and debate will not be permitted.

**1003.900 Treasure Coast Campus Committees**

**1003.910 Treasure Coast Campus Budget Committee**

**1003.911** The Campus Budget Committee of the TC Campus House of Representatives is hereby established to research and propose an annual fiscal budget for the TC Campus Student Government and the TC Campus Student Government Programs.

**1003.912** Campus Budget Committee shall not fund academic departments.

**1003.913** Campus Budget Committee shall not fund scholarships for students to auxiliaries or departments of the university, as well as programs that are based outside of the university.

- a) A scholarship shall be defined as any dollar amount over what the University calls an appropriate gift to students.

**1003.920 Powers and Duties of the Campus Budget Committee**

**1003.920.a.** Shall meet with the TC Campus's Student Advisor at least once per semester.

**1003.920.b.** Shall make recommendations to the TC Campus House of Representatives for the creation of any new programs to the TC Campus Student Government.

**1003.930 Powers and Duties of the Campus Budget Committee Chair**

**1003.930.a.** Shall be the official voice of the Campus Budget Committee to the TC Campus House of Representatives.

**1003.930.b.** Shall perform other administrative duties as assigned by the TC Campus House Speaker for the betterment of the TC Student Body.

**1003.930.c.** Shall submit a weekly report to the TC Campus House Speaker no later than seventy-two (72) hours before the next scheduled meeting.

**1004.000      Treasure Coast Student Life Center Advisory Board**

**1004.100**      The name of this program shall be the Treasure Coast Student Life Center Advisory Board, hereafter referred to as the TCSLCAB. The committee shall be established to assist and guide the administration of Student Life Center in all Campus Recreation and Union programming, facility and custodial services, finances, student employment, general policy making, and strategic planning for the associated areas of the Student Life Center.

**1004.200      Composition of the TCSLCAB**

- a.      Four (4) voting student members
- b.      One (1) voting University staff representatives
- c.      One (1) voting faculty member
- d.      The SG advisor or designee who will serve as Secretary to the TCSLCAB and be a non-voting member of the board.
- e.      The following non-voting ex-officio members: SG President, the Vice President of Student Affairs, Treasure Coast Campus Senators, Campus Recreation Directors from all of the FAU partner campuses.

**1004.300      Appointment of Students to the TCSLCAB**

**1004.310**      The Governor shall appoint one (1) non-SG affiliated student to the TCSLCAB. If the Governor does not appoint this student by the second week of the semester, the Associate Dean of Students shall make the appointment.

**1004.311**      The Treasure Coast Speaker of the House shall appoint one (1) non-SG affiliated student to the TCSLCAB. If the Speaker does not appoint this student by the second week of the semester, the Associate Dean of Students shall make the appointment.

**1004.312** The SG Advisor shall appoint one (1) non-SG affiliated student to serve on the TCSLCAB. The student must be selected by the second week of the semester.

**1004.400 Appointment of Faculty Staff to the TCSLCAB**

**1004.410** One (1) faculty and one (1) staff representative of Florida Atlantic University, Treasure Coast Campus, shall be appointed by the Campus Vice President to serve on the TCSLCAB.

**1004.500 Powers and Duties of the Treasure Coast Student Life Center Advisory Board**

**1004.500.a.** Shall propose policies to the Associate Dean of Student Affairs, Northern Campuses, through the SG Advisor regarding the overall operation of the Student Life Center.

**1004.500.b.** Shall participate in the annual budgetary process.

**1004.500.c.** Shall assess the effectiveness of programs, services and activities.

**1004.500.d.** Shall present the Activity & Service fee budget request to the SG Senate.

**1004.500.e.** Shall formulate and pursue long range plans and objectives Regarding facilities, programs and services to forecast the recreation, fitness, and union needs of the Treasure Coast Campus community in the next five to fifteen years.

**1004.500.f.** Shall be accountable to the University students by assessing the physical plant of the department.

**1004.500.g.** Shall assess needs for facility upgrades, additions or enhancements.

**1004.500.h.** Shall review the equitable allocation for space to best serve the needs of the students.

**1004.500.i.** Shall serve as an advisory capacity to all programs.

**1004.500.j.** Shall assist in determining Campus Recreation and Union Policies and Procedures.

**1004.500.k.** Shall meet on a monthly basis.

**1004.600      Selection of the Chair of the TCSLCAB**

**1004.610**      The chair of the TCSLCAB will be chosen each Spring Semester. The selection of the chair will be coordinated by the Student Government Advisor.

**1004.700      Responsibilities of the Chair of the TCSLCAB**

**1004.710**      Shall be responsible for planning the meeting time and place of the TCSLCAB in a timely manner.

**1004.711**      Shall meet on a monthly basis with the Secretary of the TCSLCAB to discuss TCSLCAB business and the state of Campus Recreation.

**1004.712**      Shall be responsible for maintaining order in all meetings.

**1004.800      The TCSLCAB shall establish Rules & Procedures that shall be open to public inspection along with TCSLCAB minutes and proceedings. A copy of this procedure shall be housed in the Office of Student Life.**