

JOINT GOVERNANCE POLICY
of the
GRADUATE AND UNDERGRADUATE STUDENT GOVERNMENT ASSOCIATIONS
of the
GEORGIA INSTITUTE OF TECHNOLOGY

ARTICLE 1. PURPOSE

Vested in equal authority by the Graduate Student Government Association and Undergraduate Student Government Association, in order to serve the greater Student Body with efficacy, provide a balance of opportunity for action, progress impactful collaboration, and enact legitimacy between united efforts, hereby enact and establish the Joint Governance Policy. With respect to the individuality of the separate associations, this document intends only to regulate the shared elements of the respective executive branches, the legislative processes, and committees wherein. Leaving unequivocally the discrete sovereign operations, procedures, and traditions that comprise their unique manner of conducting business to those specific Student Governments Associations.

ARTICLE 2. DEFINITIONS AND RATIOS

2.1. Definitions

Governing Documents: Bylaws and Constitution of the Association in question. If not defined to be undergraduate or graduate, then it shall refer to both.

JVPCO: Joint Vice President of Campus Organizations

JVPF: Joint Vice President of Finance

Minimum Minority Approval: The minimum percentage of Yea votes required from each Legislative Body for the passage of joint matters

Resolution(s): Bills and resolutions as secularly defined and understood in the respective Governing Documents of each Association.

SAF: Mandatory Student Activity Fee

Legislative Bodies: The Graduate Student Senate and the Undergraduate House of Representatives

Legislative Leadership: The Senate Chair of the Graduate Student Senate and the Speaker of the Undergraduate House of Representatives, singular as Legislative Leader

Policy: This document, the Joint Governance Policy, unless otherwise further specified by the title of another policy

Presidents: In reference to both the Graduate Student Body President and Undergraduate Student Body President

2.3. Enactment Ratio

The Enactment Ratio for a Joint Resolution shall be defined as the sum of the percentage of Yea votes in the UHR for the Joint Resolution multiplied by the fraction of total undergraduate students and the percentage of Yea votes in the GSS for the Joint Resolution multiplied by the fraction of total graduate students:

$$\text{Enactment Ratio} = \frac{\text{Total Undergraduate Students}}{\text{Total Students}} \times \% \text{ UHR Yea Votes} + \frac{\text{Total Graduate Students}}{\text{Total Students}} \times \% \text{ GSS Yea Votes}$$

2.2. SAF Ratio

The SAF Ratio shall be defined as the sum of the percentage of Yea votes in the UHR multiplied by the fraction of total SAF paid by undergraduate students and the percentage of Yea votes in the GSS multiplied by the fraction of total SAF paid by graduate students:

$$SAF\ Ratio = \frac{Total\ Undergraduate\ SAF}{Total\ SAF} \times \% \text{ UHR Yea Votes} + \frac{Total\ Graduate\ SAF}{Total\ SAF} \times \% \text{ GSS Yea Votes}$$

ARTICLE 3. JOINT RESOLUTIONS

3.1. Joint Resolution Defined

A Joint Resolution is a resolution which meets any of the following criteria:

- 3.1.1. The resolution calls for action from Graduate and Undergraduate SGA Executives, Legislatures, or joint committees;
- 3.1.2. The resolution refers to an appointment to the chair of a joint committee;
- 3.1.3. The resolution recommends policies related to the operation of the SGA office space; or
- 3.1.4. The resolution is designated as “joint” in the title of the resolution as per an agreement made by both the graduate and undergraduate authors.

3.2. Procedure

All Joint Resolutions shall follow this procedure:

- 3.2.1. Joint Resolutions, submitted by 8:00 AM Eastern Time the Monday preceding the regularly scheduled Tuesday meetings, shall be placed on the agenda under New Business for both Legislative Bodies.
- 3.2.2. Once placed on the agenda, Joint Resolutions may only be amended by the Legislative Bodies.
- 3.2.3. All Joint Resolutions shall be reviewed by both Legislative Bodies per their order of business and given the following considerations:
 1. Once voted on by either Legislative Body, a Joint Resolution cannot be withdrawn but may be tabled indefinitely.
 2. Joint Resolutions cannot be amended to change the designation of the resolution from Joint to either Graduate or Undergraduate.
- 3.2.4. In order for any Joint Resolution to pass:
 1. The Joint Resolution may not currently be tabled by either Legislative Bodies;
 2. The Joint Resolution must be voted upon by both Legislative Bodies;
 3. The text of the Joint Resolution voted upon by both Legislative Bodies must be identical;
 4. The percentage of Yea votes for the Joint Resolution must exceed a minimum minority approval of one-fourth for both Legislative Bodies, or another higher specific level included in the Joint Resolution no greater than three-fourths; and,
 5. The Joint Resolution must exceed an Enactment Ratio of one-half, or another higher specific level included in the Joint Resolution no greater than three-fourths;
- 3.2.5. If any Joint Resolution meets the necessary Enactment Ratio and minimum minority approval in each Legislative Body but the text voted upon by each Legislative Body is not identical, the resolution shall be automatically referred to a Conference Committee to reach an agreement on the exact wording of the Joint Resolution and submit a conference report, as per the procedure detailed in this Policy (JGP §3.3).
 1. Upon approval of the conference report by the Conference Committee, the Joint Resolution in question shall be amended and placed on the agendas of both Legislative Bodies under Old Business.
 2. The amended Joint Resolution may not be further amended.

3. If the Conference Committee fails to convene or to submit a conference report by the deadline, then the respectively passed version of the Joint Resolution shall be placed on the agendas of both Legislative Bodies under Old Business. The Legislative Bodies may refer the Joint Resolution to a new Conference Committee. If either Legislative Body fails to refer within two regularly scheduled meetings, the Joint Resolution shall be considered failed.

- 3.2.6. If any Joint Resolution fails to meet the necessary Enactment Ratio and minimum minority approval after being voted upon in each Legislative Body, then the Joint Resolution shall be considered failed.

3.3. Conference Committees

A Conference Committee shall be automatically created should any Joint Resolution meet the requirements as stated in this Policy (JGP §3.2.5). The following procedures and considerations shall be observed for all Conference Committees:

- 3.3.1. The Conference Committee shall be solely tasked with reaching an agreement about the text of the contrasting Joint Resolution and submitting a conference report containing the final Joint Resolution text negotiated by the committee. The conference report may not contain any amendments not related to the differences between the Joint Resolutions passed by the Legislative Bodies.
- 3.3.2. Within 72 hours of a Conference Committee being created, the Legislative Leadership shall select the voting membership and schedule the first meeting of the committee.
- 3.3.3. The voting membership of the Conference Committee shall be composed of three graduate and three undergraduate voting members as appointed by their respective Legislative Leadership. The number of graduate and undergraduate voting members may be increased in equal proportion by an agreement of the Legislative Leadership.
- 3.3.4. The Conference Committee shall be chaired by the Legislative Leader of the opposite Legislative Body of the submitter of the Joint Resolution. The Chair shall not be a regular voting member of the Conference Committee.
- 3.3.5. Members must be given 48 hours notice of a Conference Committee meeting and must be provided the time, method, and place of the meeting where applicable.
 1. A meeting may occur with less than 48 hours notice by the unanimous consent of all members.
 2. All meetings shall be open to the student body.
- 3.3.6. At the discretion of the Conference Committee Chair, and with the consent of the Conference Committee, the committee may conduct its proceeding via the method of communication and collaboration deemed most appropriate, be it virtual or in-person.
- 3.3.7. Quorum for the Conference Committee shall be defined as at least 2 graduate and 2 undergraduate voting members.
- 3.3.8. The Conference Committee shall adopt an updated Joint Resolution text to present to both Legislative Bodies by a two-thirds majority vote.
- 3.3.9. If the number of graduate and undergraduate votes on any matter differs, votes from the population with more votes shall be excluded opposite to the order in which they were received until an equal number of graduate and undergraduate votes are counted.
- 3.3.10. The Conference Committee shall return the conference report to the Legislative Bodies within 2 regularly scheduled meetings of the Legislative Bodies after the creation of the committee.
 1. The Conference Committee may extend its deadline by 1 regularly scheduled meeting of the Legislative Bodies by a simple majority vote of the voting members present.

2. The deadline can be extended to a maximum of 4 regularly scheduled meetings from the creation of the committee.
 3. The Conference Committee shall present updates of the committee's proceedings or extensions to the committee's deadline to the Legislative Bodies during their regularly scheduled meetings until the conference report is returned.
- 3.3.11. The Conference Committee shall dissolve upon submitting a conference report or upon reaching its deadline.

3.4. Presidential Vetoes

The Graduate Student Body President and the Undergraduate Student Body President may veto any Joint Resolution. The Presidents may exercise their power to veto as laid out in the respective Governing Documents with the addition of the following procedures. The following procedure shall be further observed for all vetoes of Joint Resolutions:

- 3.4.1. Presidential Vetoes must be issued by one regularly scheduled meeting of either Legislative Body, whichever occurs first, from the time the final version of the Joint Resolution is passed.
- 3.4.2. If one President vetoes a Joint Resolution, the other shall have until the deadline for New Business of the next regularly scheduled meeting of either Legislative Body, whichever occurs first, to also veto the Joint Resolution.
- 3.4.3. Notification of any veto must be given in writing by the respective Student Body President to the other Student Body President and Legislative Leadership within 24 hours of vetoing the Joint Resolution.
- 3.4.4. Should either the Graduate or Undergraduate President veto a Joint Resolution, both Legislative Bodies must hold a vote either to overturn or affirm a veto.
- 3.4.5. Vetoed Joint Resolutions shall be placed at the end of Old Business of both Legislative Bodies at their next regularly scheduled meetings.
- 3.4.6. Should one, and only one, President veto a Joint Resolution, an Enactment Ratio of two-thirds shall be required to overturn the veto.
- 3.4.7. Should both Presidents veto a Joint Resolution, an Enactment Ratio of three-fourths shall be required to overturn the veto.

ARTICLE 4. JOINT STANDING COMMITTEES

4.1. Joint Standing Committees Defined

A Joint Standing Committee (JSC) of the Student Government Association shall be a committee or board composed of both graduate and undergraduate members with a statutory responsibility to both the Graduate and the Undergraduate Student Government Associations.

4.2. Establishment

In order to establish a JSC, the following procedure and considerations must be upheld:

- 4.2.1. There shall be no restriction placed on candidates for the positions on a JSC based on the candidate's classification as Graduate or Undergraduate excluding the Joint Finance Committee.
- 4.2.2. A JSC may be established by approval, in the form of a Joint Resolution, of both the Graduate Student Senate and the Undergraduate House of Representatives wherein both Legislative Bodies achieve an Enactment Ratio of two-thirds or higher. The Joint Resolution must be submitted and passed in accordance with this Policy (JGP §3.2) with additional considerations embedded in the Joint Resolution or in the form of attached documentation:
 1. Membership of the committee and how the members are selected, appointed, or elected;
and,

2. The stated amendments to Article 4 in this Policy of the committee's charge and other specifying information to be automatically placed in this Policy once the Joint Resolution has passed.
- 4.2.3. Unless otherwise specified, the Chair of the JSC is appointed and approved as follows:
1. The Chair of a JSC shall be appointed by the President of the Student Body of larger SAF paying population with the advice and consent of the President of the Student Body of smaller SAF paying population.
 2. The person appointed as Chair of a JSC shall be approved by both Legislative Bodies by the Enactment Ratio. The Enactment Ratio must be one-half or higher for approval with the requirement that the percentage of votes in affirmative for the appointment must exceed a minimum minority approval of one-fourth in both Legislative Bodies.
 3. The Chair of a Joint Standing Committee must be a SAF paying graduate or undergraduate student.
- 4.2.4. Standing committees of the Graduate Student Senate or the Undergraduate House of Representatives or Joint Ad Hoc Committees, as outlined in this Policy (JGP §5) may be changed to JSC provided that the appropriate statutory composition and responsibility of the committee are changed in the respective Bylaws.
- 4.2.5. A JSC may be dissolved by approval, in the form of a Joint Resolution, of both the Graduate Student Senate and the Undergraduate House of Representatives wherein both Legislative Bodies achieve an Enactment Ratio of three-fourths or higher. The Joint Resolution must be submitted and passed in accordance with this Policy (JGP §3.2). The Joint Resolution shall contain all references to the JSC contained within Article 4 of this Policy which shall be automatically removed once the Joint Resolution has passed.

4.3. Joint Finance Committee

The Joint Finance Committee shall review and allocate the annual Student Activity Fee Budget in accordance with the Georgia Institute of Technology Registered Student Organization Policy. The Committee shall, upon review, make allocations of financial bills and any special allocations of the Student Activity Fee in further compliance and regulation with the Georgia Institute of Technology Registered Student Organization Policy.

4.3.1. Membership

Fourteen SAF paying student Members, apportioned in the following manner: Total number of Members (14) multiplied by the fraction of total SAF paid by Undergraduates shall be the number of Undergraduate Members (UM); figures of exactly one-half or higher shall be rounded up, while figures lower than one half shall be rounded down. The remaining number of Members shall be the number of Graduate Members (GM).

1. JVPF as Chair; counting as UM or GM depending on their student status
2. Graduate Treasurer (GTR) as GM
3. Undergraduate Treasurer (UTR) as UM
4. One GM shall be elected by GSS from amongst the Senators. GSS may delegate to the Senate Chair the right to appoint this Member.
5. One UM shall be elected by UHR from amongst the Representatives. UHR may delegate to the Speaker of the House the right to appoint these Members.
6. The remaining Members shall be selected by the JVPF and approved by UHR or GSS, respectively, depending on their student status. These Members may serve up to two weeks on JFC following their selection and prior to their approval.

Additional Subject-Matter Experts (SME), as selected by the JVPF and approved by UHR and GSS with a SAF Ratio of two-thirds and a minimum minority approval of one-fourth. For each

SME, an area of expertise shall be clearly outlined prior to their selection. SME's may serve up to two weeks on JFC following their selection and prior to their approval.

4.3.2. Quorum

Two UM's and one GM in addition to the JVPF or, if the JVPF cannot be present at a meeting, one of the Treasurers as delegated by the JVPF acting as Chair for the respective meeting. If neither the JVPF nor either of the Treasurers can be present and a cancellation of a meeting would violate the deadlines for considerations of bills and budgets by the committee or other urgent business needs to be dealt with, the JVPF may delegate the Chair to another Member.

4.3.3. Transparency

Understanding that the funds being allocated through JFC is the SAF and thereby the student body's right to know where the funds are being allocated JFC will uphold several directives to ensure transparency of allocations and its determinations.

1. All allocations from the SAF shall be made public to the student body for a minimum of three years.
2. A Secretary of JFC shall be selected by the members of JFC to record meeting minutes of every meeting wherein financial allocations are reviewed. All meeting minutes are to conform to the requirement outlined for them in the Georgia Institute of Technology Registered Student Organization Policy as well as any other instance of information deemed necessary by SGA.
3. The JVPF shall present a report to both Legislative Bodies of the allocations made.
4. The JVPF may be called upon by either Legislative Body to provide information on JFC to further evaluate the committee's operations, provide oversight in allocations, and understand the implementation of the governing policies.
5. JFC shall create and publish a public annual report containing at a minimum all allocations in the given fiscal year.

4.3.4. Conflicts of Interest

With intent to preserve the integrity and ensure an unbiased JFC, all Members and SME's - hereby denoted collectively as individuals through the term "Writer" - shall provide a written statement declaring any possible instances of Conflict of Interest (COI) to the JVPF. The JVPF shall provide these statements in the appointments' confirmation to the respective legislature and maintain a public file, accessible by request, with the statements.

The written statement from each Writer is required to include:

1. Indication of any potential COI or indication of no possible COI exists;
2. If potential COI is present a list of all RSOs and departments of the Division of Student Life and Campus Services in which the Writer is presently or formerly a member of, a leader in, employed by, regularly participates in events and offerings, or has a family member in;
3. Certification that all information set forth within the written statement is true and complete to the best of Writer's the knowledge;
4. Certification that immediate notification to the JVPF is made if any additional potential COI(s) arise; and
5. Certification that the Writer understands this information will be made publicly accessible and further consents to this.

The JVPF upon notification of any additional potential COI(s) after the Member or SME has been confirmed, shall report the updated written statement to the respective Legislature in the next immediate general session. During financial reviews, wherein a Member's or SME's potential COI is presenting a financial request, that Member or SME shall declare their affiliation to the

committee and shall not be included in the consensus. Failure to make a potential COI known shall result in a denotation in the maintained file and could result in removal from the committee.

4.3.5. Resignation and Removal:

1. Members may resign at any time with a written declaration to the JVPF, who shall immediately inform the Speaker of the House and the Senate Chair.
2. JVPF, UTR, and GTR are Members by virtue of their office. These position's membership in JFC ends when they leave their respective office.
3. All elected UM's are subject to removal by UHR with a simple majority vote.
4. All elected GM's are subject to removal by GSS with a simple majority vote.
5. In addition, appointed UM's, appointed GM's, and SME's may be removed by the JVPF at any time, excluding meetings, with a written declaration to the respective Member, the Speaker of the House and the Senate Chair. This decision may be overturned with a two-thirds majority vote in each Legislative Body.

4.3.6. Policy and Procedure

The Joint Policy of the Student Activity Fee and Procedure for the Joint Finance Committee (SAF Policy) shall specify standards and regulations for the apportionment and allocation of Student Activity Fee funds through the Joint Finance Committee. Any amendments to the SAF Policy must be submitted as a Joint Resolution and passed in accordance with this Policy (JGP §3.2), with further considerations given as detailed in the SAF Policy §15.

4.4. Information Technology Board

The Information Technology Board shall be composed of the Joint Vice President of Information, software engineers, product managers, UI designers, and representatives responsible for building and maintaining the technology infrastructure for students at the Georgia Institute of Technology. The teams within the IT Board will also collaborate with campus partners such as OIT, Enterprise Data Management, and several student organizations to advocate for improvements to the technology services for the broader student community. It shall meet as needed for general organization and strategic planning concerning information technology issues and projects. The following standing project teams or lead positions shall be placed under the charge and authority of the Joint Vice President of Information Technology and is open to both graduates and undergraduates to take part in:

- 4.4.1. Project Teams shall design, create, and maintain information technology systems and tools to serve the larger needs of the student body and the internal needs of SGA
- 4.4.2. Website Manager shall be a member of the IT Development Board tasked with maintaining the functionality of the SGA Website.

ARTICLE 5. JOINT AD HOC COMMITTEES

5.1. Joint Ad Hoc Committee Defined

A Joint Ad Hoc Committee of the Student Government Association shall be a committee composed of both graduate and undergraduate members with a temporary responsibility to both the Graduate and the Undergraduate Student Government Associations and their respective legislative and executive branches. Joint Ad Hoc committees are formed when there is an instance wherein the Legislative Bodies are jointly creating a specific committee to either:

- 5.1.1. Serve a specific joint purpose, or project, with a tangible outcome; or
- 5.1.2. Investigate a specific issue that impacts graduates and undergraduates resulting in a report to both Legislative Bodies.

5.2. Procedure

In order to establish a Joint Ad Hoc Committee, the following procedure shall be upheld:

- 5.2.1. A Joint Resolution must be submitted and passed in accordance with this policy with additional considerations to the Joint Resolution that are embedded in the resolution or in the form of an attached charter:
 1. The tangible outcome or specific investigative issue for which the ad hoc is being formed;
 2. The criteria for whom shall serve as the Chair(s) of the committee or how the Chair is, or Chairs are, selected, appointed, or elected; and,
 3. Membership of the committee and how the members are selected, appointed, or elected;
- 5.2.2. Joint resolutions forming joint ad hocs cannot be vetoed, as stated within this policy, unless the joint ad hoc committee directly calls for, or requires, action from the Executive Branch of either Graduate or Undergraduate Student Government Associations.

5.3. Dissolution

Unless otherwise specified, or extended through an additional Joint Resolution, all Joint Ad Hoc Committees shall automatically dissolve whenever any of the following criteria are met:

- 5.3.1. Once the investigation has concluded;
- 5.3.2. The tangible outcome has been delivered or executed; or,
- 5.3.3. At the end of the fiscal year in which the Joint Ad Hoc was formed.

ARTICLE 6. RATIFICATION AND AMENDMENT

6.1. Ratification

This Joint Governance Policy shall become effective after a two-thirds vote of the total membership of each Legislative Body in favor of its ratification to be upheld in perpetuity.

6.2. Amendment

Any amendment to this Policy shall follow the procedure for a Joint Resolution with additional considerations that:

- 6.2.1. At least one week notice shall be given for any amendment to this Policy
- 6.2.2. Any amendment must receive a two-thirds vote of the total membership of each Legislative Body in favor of the amendment.

APPENDIX

1. [Student Government Association Governing Documents](#)
2. [Georgia Institute of Technology Registered Student Organization Policy](#)