



# Senate Resolution 2223-085

Resolution to Amend the General Bylaws Concerning the Student

Government Association Archives

WEDNESDAY, February 22, 2023

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**Whereas** the Student Government Association is an organization with a long history, with its predecessors dating back to at least the Spring of 1929, and

**Whereas** this organization has sadly little of this long history preserved, and

**Whereas** knowing about the past may influence the future of this organization, and

**Whereas** the Student Government Association deals with large sums of money annually as well as having interactions with student organizations across campus, and

**Whereas** the Student Government Association has regular interactions with members of faculty, administration, staff, and the broader community, and

**Whereas** there are numerous records of the Student Government Association that are to be made public or made available upon request, and

**Whereas** it is vital for this purpose to have easily accessible and organized archives of the organization, and

**Whereas** there has been expressed interest from certain campus groups, most notably the Butler Libraries, to work with the Student Government Association to uncover information from its past, and

**Whereas** a new, dedicated, paid position for recordkeeping and maintaining the Student Government Association archives should be created for these purposes, let it be

**Resolved** that the Student Senate approves the attached amendment to the Student Government Association General Bylaws (Appendix A), and let it be further

**Resolved** that the amendment be considered severable in matters of constitutionality.

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# Resolution 2223-085: Resolution to Amend the General Bylaws Concerning the Student Government Association Archives

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## Primary Sponsor:

Justin Deem-Loureiro, Class of 2026

## Secondary Sponsor:

AJ Boes, Class of 2024

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## Vote:

In Favor: 19

Opposed: 0

Abstained: 0

## Resolution PASSES

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## Signatures:



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Reagan Markland, Speaker of the Senate

*Note: The signature of the Speaker serves only as verification of vote count and does not indicate support of a resolution*



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Cade Chezem, Student Body President



## APPENDIX A

### Proposed amendments to the Student Government Association General Bylaws

#### Document to be Amended:

Student Government Association General Bylaws

#### Article/Section (if available):

Article I Section 2

Article V Section 4

Article XII Section 1

Appendix A

Position: Article XV Sections 1-7 (NEW; other article numbers adjusted appropriately)

#### Current Text:

##### Article I Section 2: Memorandums of Understanding

The Branch Leaders of the Student Government Association may enact Memorandums of Understanding between themselves as they see fit in order to facilitate the function of the organization. Memorandums of Understanding may be drafted and enacted by any combination of the Branch Leaders of the Student Government Association, but may not affect any branch or function thereof that is not a signatory to the document. These documents shall be inherently limited in their power and scope, and may be overridden by a simple majority of voting members of the Student Government Association Senate. Further, all Memorandums of Understanding may be subject to judicial review. A Memorandum of Understanding may be in effect for no more than one academic year. Memorandums of Understanding must be made public upon their signing and be transmitted to the Court Clerk within three school days for filing in the Student Government Association archives. Memorandums of Understanding must abide by the Constitution and General Bylaws of the Student Government Association.



## Article V Section 4: Records

The Student Senate shall record minutes and video recordings of all meetings. They shall be sent to the Judicial Branch's Court Clerk weekly for their addition to the Student Government Association archives. All minutes of the Student Senate shall be available to the Student Body. All recordings shall be made available to the Student Body upon request to the Judicial Branch. Requests for access to minutes or recordings by persons who are not members of the Student Body should be submitted to the Judicial Branch and shall be handled on a case-by-case basis.

## Article XII Section 1: Judicial Review

The Judiciary shall conduct automatic judicial review on Senate Resolutions and Executive Orders in order to ensure proper compliance with the Constitution, General Bylaws, and the appropriate branch rules and procedures of the Student Government Association. The Judiciary shall also have the power to conduct judicial review on other documentation, such as Memorandums of Understanding, on a case-by-case basis. The Judiciary shall share the results of the judicial review process with the Branch Leaders, who then shall assume the duty of appropriately disseminating the decisions to their branches, external groups, and the Student Body.

The process for automatic judicial review of Senate Resolutions shall be as follows:

1. The Student Government Association Student Senate shall pass a Resolution, and the Speaker of the Senate will forward the passed legislation to the Executive Branch to receive the signature of the President.
2. Upon the Resolution being signed into effect, or left to become effective without the signature of the President, the President shall have three school days to forward the Resolution to the Judicial Branch to undergo judicial review.
3. The Judiciary shall inform the Executive and Legislative Branch Leaders of decisions resulting from judicial review within five school days with possible explanations or suggestions attached, as well as information regarding appealing a judicial review decision.
4. The Court Clerk will file all Resolutions in the Student Government Association Archives.

The process for automatic judicial review of Executive Orders shall be as follows:

1. The Student Government Association President shall put forth an Executive Order, and the President shall transmit this Order to the Judicial Branch and the Legislative Branch within three school days of the Executive Order's creation.



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2. The Judiciary shall inform the Executive and Legislative Branch Leaders of decisions resulting from judicial review within five school days with possible explanations or suggestions attached, as well as information regarding appealing a judicial review decision.
3. The Court Clerk will file all Executive Orders in the Student Government Association Archives.

### Appendix A: Membership and Payment Tier Chart

SGA TIER CHART FOR STUDENT INVOLVEMENT						
	EXECUTIVE BRANCH		LEGISLATIVE BRANCH		JUDICIAL BRANCH	
TIER 1	President \$15/hr	Vice President \$14/hr	Speaker of the Senate \$15/hr	Chief Justice \$15/hr		
TIER 2	Chief of Staff \$13/hr	Directors \$12/hr	Auditor \$9/hr	Committee Chairs \$10/hr	Senate Secretary \$9/hr	Justices \$10/hr Court Clerk \$9/hr
TIER 3	Board Coordinators \$8/hr	Editors \$10/hr	Carillon Writers \$50/article	Senators \$8/hr		
TIER 4	General Board Members \$8/hr					

TIER 1 MEMBERS MAY ONLY HOLD A SINGLE POSITION IN SGA.  
TIER 2 MEMBERS MAY ONLY HOLD A SINGLE POSITION IN SGA.  
TIER 3 MEMBERS MAY HOLD ONE TIER 4 POSITION.  
TIER 4 MEMBERS MAY PARTICIPATE IN MULTIPLE TIER 4 POSITIONS OR ONE TIER 3 POSITION.

### Proposed Text:

#### Article I Section 2: Memorandums of Understanding

The Branch Leaders of the Student Government Association may enact Memorandums of Understanding between themselves as they see fit in order to facilitate the function of the organization. Memorandums of Understanding may be drafted and enacted by any combination of the Branch Leaders of the Student Government Association, but may not affect any branch or function thereof that is not a signatory to the document. These documents shall be inherently limited in their power and scope, and may be overridden by a simple majority of voting members of the Student Government Association Senate. Further, all Memorandums of Understanding may be subject to judicial review. A Memorandum of Understanding may be in effect for no more than one academic year. Memorandums of Understanding must be made public upon their signing and be



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transmitted to the ~~Court Clerk~~ **Archivist** within three school days for filing in the Student Government Association archives. Memorandums of Understanding must abide by the Constitution and General Bylaws of the Student Government Association.

### Article V Section 4: Records

The Student Senate shall record minutes and video recordings of all meetings. They shall be sent to the ~~Judicial Branch's Court Clerk~~ **Student Government Association Archivist** weekly for their addition to the Student Government Association archives. All minutes of the Student Senate shall be available to the Student Body. All recordings shall be made available to the Student Body upon request to the Judicial Branch. Requests for access to minutes or recordings by persons who are not members of the Student Body should be submitted to the Judicial Branch and shall be handled on a case-by-case basis.

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2. Upon the Resolution being signed into effect, or left to become effective without the signature of the President, the President shall have three school days to forward the Resolution to the Judicial Branch to undergo judicial review.
3. The Judiciary shall inform the Executive and Legislative Branch Leaders of decisions resulting from judicial review within five school days with possible explanations or suggestions attached, as well as information regarding appealing a judicial review decision.
4. The Court Clerk will ~~file~~ **send** all Resolutions **to the Archivist to be filed** in the Student Government Association Archives.



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The process for automatic judicial review of Executive Orders shall be as follows:

1. The Student Government Association President shall put forth an Executive Order, and the President shall transmit this Order to the Judicial Branch and the Legislative Branch within three school days of the Executive Order's creation.
2. The Judiciary shall inform the Executive and Legislative Branch Leaders of decisions resulting from judicial review within five school days with possible explanations or suggestions attached, as well as information regarding appealing a judicial review decision.
3. The Court Clerk will file **send** all Executive Orders **to the Archivist to be filed** in the Student Government Association Archives.

### Appendix A: Membership and Payment Tier Chart

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	EXECUTIVE BRANCH		LEGISLATIVE BRANCH		JUDICIAL BRANCH	
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TIER 4 MEMBERS MAY PARTICIPATE IN MULTIPLE TIER 4 POSITIONS OR ONE TIER 3 POSITION.

## Article XV: Archives and Recordkeeping

### Section 1: Archivist

The Student Government Association shall hire a maximum of one Archivist to preserve the current records of the organization and to research into past information regarding the Student Government Association and its predecessors. The Archivist shall be overseen by the Executive Branch and serves at the will of the office of the Student Body



President. The Archivist may not have a seat on the Executive Cabinet. The Archivist shall report directly to the Chief of Staff, though this responsibility may be delegated to an appropriate member of the Board of Directors, if applicable. It shall be the responsibility of the Archivist to work with members of the Student Government Association to ensure that accurate and organized records are maintained. The Archivist shall work with members of the Butler University faculty, staff, and administration to uncover past information concerning the Student Government Association and its predecessors to add to the archives. Document and material requests by members of the organization and the public shall be processed and handled by the Archivist. The Archivist may be called upon to testify as an expert on the documents of the Student Government Association or to confirm authenticity and scope of said documents.

## Section 2: Archives

It shall be the duty of the Archivist to maintain and organize Student Government Association documents and information into archives. Throughout this section of the General Bylaws, the term “documentation” should be understood to refer to any official documents, photographs, videos, or other such records of the Student Government Association. The Student Government Archives shall fall under two categories:

1. **Public Archives:** The public archives shall consist of any and all forward facing documents and information of the Student Government Association. These documents include, but are not limited to, Executive Orders, Senate Resolutions, Court Orders and Opinions, organization budgets, Senate agendas and minutes, Senate meeting and Court hearing recordings, and organizational statements. Public archives include information from both current and former years, and all members of the Student Government Association, regardless of position, shall have free access to view the public archives.
2. **Restricted Archives:** The restricted archives shall consist of any and all information considered sensitive and not released publically at the time of their creation. These records shall include, but are not limited to, Cabinet and Court meeting minutes, internal organization communications, branch-specific information, grant and endorsement applications, appeals and petitions, and strategic plans. Restricted archives include information from both current and former years, and access shall be restricted to members of the organization to whom the information impacts or compelling and verifiable external interests. While the Archivist is a member of the Executive Branch, no restricted information gathered from other branches may be revealed by the Archivist to members of the Cabinet or Executive Branch at large, with the exception of official documentation requests such as subpoenas.





### Section 3: Document Requests

The Archivist shall be responsible for creating and maintaining a form with which documents can be requested out of the Student Government Association archives. This form shall be made readily available to members of the Student Government Association and the public. Only by request may a copy of a document be transmitted from the archives. Members of the Student Government Association requesting a document from public archives do not need to provide reasoning as to why a document is being requested. Any requests out of the public archives filed outside of the Student Government Association must provide reasoning, but may not be denied based on reasoning provided. Requests may also be made by Student Government Association members and the public for documentation in restricted archives, but such requests may be denied by the Archivist unless compelling and verifiable reasoning is provided as to the necessity of the documents for a specific purpose, with denials subject to appeal through the Supreme Court. Documentation in restricted archives may also be acquired by oversight bodies of the Student Government Association via subpoena, subject to appropriate appeals. Documentation requested from the organization archives may only be distributed via email. Sharing of documents, once received, is strongly discouraged due to the need to collect data concerning interest and circulation.

### Section 4: Governing Document Revisions

The Archivist will be responsible for updating the governing documents of the Student Government Association whenever amendments are made. The Archivist must distribute updated copies of the governing documents to any relevant parties within five school days of the amendment taking effect. The Archivist must keep and record any past versions of the governing documents, as well as maintaining the master copies of current versions.

### Section 5: Webpages

The Archivist shall have the responsibility of working with the Public Relations Board to ensure accurate versions of documents are on Student Government Association webpages. This includes, but is not limited to, governing documents, Senate Resolutions, Executive Orders, Court Orders and Opinions, and Presidential Vetoes. The official Student Government Association website must include all Senate Resolutions, Executive Orders, Court Orders and Opinions, Presidential Vetoes, and organizational statements from the current academic year, with clear ways to request documentation from previous years. The Archivist, in conjunction with the Public Relations Board, shall also have the responsibility of ensuring accurate and current



information on any Butler University Student Government Association profiles or pages on websites and media external to the organization.

### Section 6: Conveyance of Documentation

All official Student Government Association documentation will be conveyed to the Archivist within a reasonable timeframe on par with typical document transfer requirements in the General Bylaws. The preferred format for any documents is Portable Document Format. All documents should be transferred by email whenever possible. Failure to convey official documentation within a reasonable timeframe may be grounds for disciplinary action. It is the responsibility of the final stop in any document approval process to then convey the documentation to the Archivist.

### Section 7: Annual Summary

At the conclusion of each academic year, the Archivist will collect and bind all official actions of the Student Government Association for that year. This collection will contain all Senate Resolutions, Executive Orders, Presidential Vetoes, Court Orders and Opinions, and a roster of current Student Government Association members and their positions. Copies of this collection will be distributed on behalf of the Student Government Association to the President of Butler University, Vice President for Student Affairs, the Department of Student Involvement and Leadership, the Butler University Libraries' Special Collections and University Archives, and each Branch Leader of that academic year.



## APPENDIX B

### Letter from Vice President Meet Patel



Monday, February 20, 2023

#### From the Desk of Vice President Meet Patel

Members of the Senate,

In accordance with Article XIII Section 3 of the Student Government Association General Bylaws, I hereby propose the allocation of wages at \$9.00 per hour for a newly created Archivist position.

Sincerely,

A handwritten signature in black ink that reads "Meet Patel". The signature is written in a cursive style and is positioned above a horizontal line.

Meet Patel, Vice President

