

9. The motion shall require three-fourths (3/4) majority to pass,
10. Upon passage of the motion, the Agency shall become officially recognized by the Student Government Association and have all rights and privileges afforded an Agency,
11. If a motion to create an Agency fails to receive a three-fourths (3/4) vote, another motion with the purpose of creating the same Agency cannot be put before the Senate until one (1) year after the initial failure.

Section 7 Agencies wishing to amend their Charter shall do so in the following manner:

1. The proposal shall be approved internally through the amendment procedures in the Agency's Charter.
2. Upon receiving a positive recommendation from the Agency's internal procedures, the amendment shall be presented to the Administrative Affairs Committee of the Senate for a recommendation.
3. Upon receiving a positive recommendation from the Administrative Affairs Committee of the SGA Senate, the amendment shall be presented to the Senate and shall require a majority vote.

Section 8 Agencies will be dissolved in the following manner:

1. A motion will be made in the Senate to dissolve a given Agency.
2. Upon a two-thirds (2/3) majority vote of the senate, the matter will be turned over to the Rules and Ethics Sub-Committee.
3. The Rules and Ethics Sub-Committee will research the case and make a report to the Senate within twenty (20) business days.
4. After reviewing the report, a three-quarters (3/4) majority vote of the Senate will dissolve the Agency.

Chapter 7

Registered Student Organizations

Section 1 All Registered Student Organizations (RSOs) shall be associations composed primarily of undergraduate students at the University of Massachusetts at Amherst. RSOs shall be democratically directed by their members, independent, and registered by the Student Government Association pursuant to this Chapter. Each RSO shall enhance the social, cultural,

educational, and/or recreational experience of undergraduate students at the University of Massachusetts at Amherst and must have the potential for longevity.

Section 2 An organization shall not be considered independent of other organizations if it receives or enables its members to receive specific monetary reward from another organization, or if its primary objectives are substantially determined by another organization, except in the following cases:

1. Recognized Fraternities and Sororities of the University of Massachusetts at Amherst; to include Service Fraternities and Sororities.
2. As specified by an Act of the Student Senate or if the organization holds a charter from the Commonwealth of Massachusetts as a non-profit corporation.

Section 3 A two-thirds (2/3) majority of the members of an RSO must be members of the SGA. Not less than ten (10) SGA members must be active members of the RSO at all times.

1. For purposes of this definition, "membership" shall refer to active members with full voting and participation rights. Membership must be voluntarily and actively entered into by each member, and may not be automatically established. This definition does not preclude an RSO from establishing additional classes of membership defined in alternative ways. In such situations, an RSO must maintain not less than ten (10) SGA members as active members of its organization at all times, in addition to alternative forms of member classification. Members may be empowered by an RSO to act on its behalf, within the parameters of its valid goals/objectives/activities, and with the approval of the RSO leadership.

Section 4 Officers must be full-time students and SGA members. Part-time students, and non-SGA members of an RSO may not hold full officer positions.

Section 5 To apply for status as an RSO, members of the applying organization must complete the New RSO Application Process on Campus Pulse.

1. The New RSO Application process will be developed and facilitated by the Secretary of the Registry on Campus Pulse.
2. The New RSO Application shall include, at a minimum:
 - a. an online application form;
 - b. a description of the additional materials that must be submitted in support of the application; and
 - c. a description of the appeals process.
3. The online application form will be maintained by the Secretary of the Registry, and must require the following:
 - a. the names of all Officers and their University email addresses;
 - b. the names of at least ten (10) members, who must also be members of the SGA, and their University email addresses;
 - c. the names of non-SGA members, and their valid email addresses;
 - d. the name of the person with whom the SGA shall have primary contact, as well as their University email address;
 - e. agreement to complete the Anti-Hazing Compliance Form;
 - f. agreement that two officers will have signature responsibility at all times;
 - g. a Charter/Constitution (and by-laws if necessary);
 - i. The Charter or Constitution must include the following:
 1. A Mission Statement.
 - a. The Mission Statement must be included at the beginning of the Charter/Constitution and shall state:
 - i. a brief description of the purpose/function of the proposed organization;
 - ii. examples of the kind of activities, projects, and events the organization plans to engage in;
 - iii. the organization's philosophy; and
 - iv. a description of the group's goals for the next five academic years.

2. A definition of the group's membership and the process by which new members may join.
 - a. The process for establishing voting membership must allow access to all undergraduate students; except that those applicants with policies of exclusivity, which are deemed to be within the bounds of Federal and/or State law, are exempt.
3. Details regarding the group's meeting process, including but not limited to:
 - a. how often the group shall meet.; what will go on during the meetings.;
 - b. who shall chair the meetings; and
 - c. the process for making decisions in the meeting.
4. Details regarding the group's Executive Board/Officer Positions, including but not limited to:
 - a. position descriptions;
 - b. description of the powers, responsibilities, and terms of each office;
 - c. the two officers who will have signature responsibility.
5. Details regarding election procedure, including, but not limited to:
 - a. how records will be kept;
 - b. when elections will be held each year, including;
 - i. the requirement that elections must be held during a regularly scheduled general body meeting with two-thirds (2/3rd) of the active SGA members in the RSO in attendance.
 - ii. The requirement that RSO officer elections for the following year must take place before April 1st.
 - c. The process for filling officer vacancies and holding special elections, including but not limited to, what happens

in the event of officer vacancies and how special elections shall occur.

- i. The process for removal of officers and/or members. The process must include:
 1. notification of the member/officer in question;
 2. an opportunity for the member/officer in question to address the membership;
 3. that at least a 2/3 vote of the general membership shall be required to remove an officer and/or member.
6. A statement of free speech and expression, including, but not limited to, the statement that under no circumstances shall a member's freedom of speech or expression be infringed.
7. A statement of non-discrimination, including, but not limited to, a statement that the group prohibits discrimination under Federal and State law, based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity. *This list is not exhaustive, and groups can add more protected classes to this statement.*
 - a. RSOs with policies of exclusivity must clearly state those policies; where those policies of exclusivity are deemed to be within the bounds of Federal and/or State law, RSO's will be allowed to apply those policies.
8. Gender neutral pronouns.
 - a. the Charter/Constitution must refer to members/officers using they/them/their pronouns.

9. Details for how to amend the Charter/Constitution.
 - a. This process must involve at least a simple majority vote of the general membership as well as the approval of the Secretary of the Registry.
- h. A completed Strategic Plan;
 - i. The Secretary of the Registry shall include a template for building a Strategic Plan with the Application.
 - ii. The Strategic Plan must include:
 1. The organization's mission statement;
 2. The organization's long-term vision;
 3. The organization's five-year goals;
 4. The organization's financial strategy;and
 5. The organization's marketing/recruitment strategy.
 - iii. The organization must submit an annual report to the Secretary of the Registry detailing their progress towards achieving their Strategic Plan or a revised edition of their Strategic Plan during the RSO Re-Activation process each year.
4. If any of the preceding requirements cannot be met due to an RSO's obligation to an organization recognized as having authority as per Title VII, Chapter 8, Section 2, The RSO will have the ability to appeal its status as an active RSO as pertaining to the question of utilizing resources available to other RSOs. Each organization shall be considered on a case by case basis.

Section 6 The Secretary of the Registry shall set a date for the New RSO Application Process at least once per academic year during either the Fall or Spring Semester. The application will be open for two (2) weeks. The Secretary will submit a notice of approval to the applicants, if approving, or a notice of denial listing the reasons for denial to the applicants along with the activation packet.

1. RSO applications, which shall have been denied by the Secretary of the Registry, may be appealed to The Administrative Affairs Committee by re-submitting the application

packet with the Notice of Denial, within two (2) weeks of denial to the Chair of said Committee.

2. The Administrative Affairs Committee will, within two (2) weeks of the Notice of Denial, allow the applicants to present their RSO application.
 - a. Upon receiving the Appeal, the Chair of the Administrative Affairs Committee shall request all reasons for denial and shall notify the applicants and the Secretary of the Registry of the date and time of the hearing.
 - b. During the hearing, the Administrative Affairs Committee shall hear the Secretary of the Registry's reasons for denial, and then shall hear the applicant's reasons for appealing.
 - c. Following the hearing, the Administrative Affairs Committee will consider the application form and the processes the Secretary of the Registry put forth during the application period, judge, and decide by majority vote whether the process outlined in Title VII chapter 8 entitled "Registered Student Organizations" was followed correctly.
3. Upon receiving positive recommendation from the committee, a motion to recognize the organization will be placed on the agenda of the next scheduled Senate meeting whereupon a (2/3) two-thirds majority vote, the group will be approved to be an RSO.
 - a. Upon reading of the aforementioned motion, the Chair of the Administrative Affairs Committee and the Secretary of the Registry shall present on the appeal hearing and process.
 - b. The Senate shall take into consideration all presentations and shall judge the Senate hearing as a new submission for RSO status.
4. If the Secretary of the Registry neither approved nor denies the RSO within the 30 days allotted, the Secretary waives his or her decision making power, and the applicants can submit their application (unchanged) to the Chair of The Administrative Affairs Committee to be approved through the process outlined in Title VII, Chapter 9, Section 6, Sub-Section 2.

Section 7 RSOs shall be subject to suspension and/or dissolution in the following manner:

1. The Secretary of the Registry shall suspend the registration of any RSO which:
 - a. is in violation of any SGA policy;
 - b. has failed to make progress towards achieving their Strategic Plan for more than 2 years;
 - c. has failed to submit an annual report to the Secretary of the Registry detailing their progress towards achieving their Strategic Plan or a revised edition of their Strategic Plan during the RSO Re-Activation process; or
 - d. has failed to actively pursue the mission and goals established in the application for registration.
2. Upon suspension of an RSO, all of its accounts shall be frozen and all services provided through the Student Engagement and Leadership shall be foregone until such time when suspension is lifted.
 - a. An RSO shall remain suspended until it has complied with all policies stated in the SGA Constitution and By-laws. The Secretary of the Registry, in consultation with the Director of the Student Legal Services Office, or their designee, shall determine compliance.
3. The Secretary of the Registry shall dissolve the registration of any organization which has violated State or Federal Law, University policy, has been suspended for more than three (3) consecutive semesters, failed to reactivate their registration, or that has a documented history of SGA policy violations.
 - a. The Secretary of the Registry shall maintain records of all dissolved organizations for two (2) years following the dissolution date.
4. Any RSO may dissolve itself by a majority vote of its members at a meeting called for the purpose, which was adequately publicized to the members at least two weeks in advance. For a vote calling for the dissolution of registration, quorum for the RSO shall consist of two-thirds (2/3) of the membership, and a vote of two-thirds (2/3) of those present shall constitute dissolution from recognition.
5. Dissolved RSOs may apply for re-registration by the same manner as a new prospective RSO, pending that any failures of compliance have been resolved.

- a. A finding of compliance is determined by the Secretary of the Registry, at a scheduled hearing with a two-thirds (2/3) majority of its voting membership present.

Chapter 8

Student Businesses

Section 1 A Student Business or an association which desires to be registered as a Student Business must adhere to the following criteria:

1. The active membership of a Student Business shall solely consist of members of the Student Government Association, as defined by Article II, section 1 of the SGA Constitution.
2. Student Businesses must consist of three (3) or more SGA members at all times.
3. A Student Business must open for operations on a continuous basis during Fall and Spring academic sessions.
4. The Student Businesses must act in accordance with the Equal Opportunity policies of the University of Massachusetts.
5. Student Businesses must have a system of governance and management established in writing in the Operational Manual, which is in accordance with the SGA Constitution and by-laws.
6. Student Businesses must accept the Guidance of the Center for Student Businesses (CSB), and any subsequent policies of the Center for Student Businesses.

Section 2 In order to initiate the process for starting a Student Business, the association desiring to establish the business must obtain an application from the Vice President, which shall include, but not be limited to the following:

1. The name and goals of the Student Business.
2. The current membership of the association.
3. Accompanying the application must be three (3) copies of the Operations Manual, which shall include, but not be limited to the following:
 - a. The name and mission statement of the Student Business.
 - b. The criteria for defining membership.
 - c. The governance structure.
 - d. The hiring, firing, succession, and vacancy procedure for any officer position.