

**Constitution  
of the Student Body  
of the  
American  
University in Cairo**

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## **Preamble**

We the Students of the American University in Cairo, in order to form an effective and efficient self-government serving the collective interests of the Student Body, to prepare ourselves for effective living in a democratic society, and to encourage self-reliance in our search for truth and justice, hereby establish this Constitution of the Student Body of the American University in Cairo.

## **Article I – Student Governance**

### **Section 1. Authority**

All authority under this Constitution is derived directly from the Students.

### **Section 2. Student Government**

All student governance powers granted herein shall be vested in the American University in Cairo Student Union, herein after referred to as the Student Union.

The Student Union shall be democratically constituted, and shall consist of legislative, executive, and judicial branches.

All student governance powers not granted herein to the Student Union shall devolve to the additional local governments for each constituency.

### **Section 3. Composition**

The membership of the Student Union shall consist of full time enrolled students of the University who are in good academic and social standing.

The Student Union shall be divided into executive, legislative, and judicial branches with no branch exercising any power properly belonging to another branch.

### **Section 4. Elections**

The Student Union shall have the power to hold elections for its offices and for referenda, coordinate with other governments' elections for the offices of those governments, and regulate campaign practices on campus.

General Elections for the Student Union offices shall be twice each year, once in November and once in April.

Elections shall be administered and certified by an Electoral Commissioner who will serve at the direction of the Student Union.

For bodies represented by a proportional count of students, including the legislative branch, the Electoral Commissioner shall present to the legislator and the students the apportionment for each such body no less than one month before each scheduled election.

No representative may run for election or hold office representing a constituency of which that person is not a member.

All full time students of the University have the right to vote in Student Union Elections.

All Student Union elections shall be monitored by the student judiciary.

### **Section 5. Duties and Powers**

The Student Union shall represent all full time and part time students to the University administration, to the public; the media; other colleges and universities; and any other outside parties.

The Student Union shall serve, connect and develop the Student Body through initiating and organizing different academic and social programs and events.

The Student Union shall be the recipient of the full amount of money allocated by the University towards student activities, herein after referred to as the Student Activities Fund, and shall divide it amongst the different student bodies and through the different procedures outlined in this Constitution and student laws.

The branches of the Student Union may create committees, departments and boards as needed. Permanent committees, departments, boards, and their respective chairs or secretaries shall be subject to an absolute two-thirds (2/3) majority approval of the Student Senate.

## **Article II – The Legislative Branch**

### **Section 1. The Legislator**

All legislative and fiscal powers of the Student Union shall be vested in The American University in Cairo Student Senate, herein after referred to as the Student Senate or the Senate.

### **Section 2. Composition**

The Student Senate shall consist of no more than seventy-five (75) senators.

The Student Senate shall consist of no less than one senator per constituency unless no member of the constituency runs for office.

The constituencies represented by the Student Senate shall be: undergraduate English Language Institute students, undergraduate undeclared students, undergraduate declared major students, and graduate students.

The number of students represented by a single senator shall be determined according to the Student Senate By-Laws provided it yields the number of senators closest to but less than, or equal to, seventy-five (75).

The number of students represented by a single senator shall be amended annually in the Student Senate By-Laws by the Senate to accommodate changes in the total amount of students.

The number of students represented by a single senator may be increased to accommodate an increase in student numbers or reduced to accommodate a decrease in student numbers.

### **Section 3. Qualifications**

Student Senators shall be full time students of The American University in Cairo.

Student Senators shall have and maintain a minimum grade point average of 2.5 except for first semester and English Language Institute freshmen who do not have a grade point average.

Student Senators shall be in good academic and social standing.

Student Senators shall be members of the constituencies they were elected to represent both at the time of running and during their entire term.

In the event a Senator is no longer a member of the constituency they were elected to represent, the Senator shall resign their post and new elections shall be held to fill the post.

Student Senators shall be required to sit and pass an exam on this Constitution and the Student Senate By-Laws drafted by the Student Justices of the Student Court.

### **Section 4. Elections and Term of Office**

Student Senators shall be elected only by the members of the constituencies they represent.

Each constituency shall elect one Senator or more based on the number of students represented by a single senator designated for that year where fractions are rounded up to another senator.

Members of more than one constituency shall be able to vote for Senators to represent them in all the constituencies they belong to.

Senate elections shall be decided by a simple majority secret ballot vote as per the Electoral Code.

The Student Senate election process, including qualification exams, ballot casting and vote counting, shall be executed by the Electoral Commissioner and monitored by the Student Justices of the Student Court.

Student Senate elections shall be announced five (5) weeks before the end of the fall semester and held three (3) weeks before the end of the fall semester.

In the event that only one candidate runs for a certain Senate seat, they are awarded the seat by nomination provided they meet the qualifications for being a Senator.

The term of the Student Senate shall be one calendar year and shall begin on the 1st of January and end on the 31st of December.

### **Section 5. Duties and Powers**

The Student Senate shall represent the interest of the Student Body and ensure its welfare.

The Student Senate shall sponsor understanding and dialogue between the administration, the faculty, and the students.

The Student Senate shall investigate matters that are pertinent to the interests of the Student Body of The American University in Cairo.

The Student Senate shall have the power to make recommendations to the trustees, the administration, the faculty and staff, the rest of the Student Union, local student governments, and the Student Body.

The Student Senate shall create and maintain an Electoral Code for the conducting of Student Union elections.

The Student Senate shall initiate legislation to the benefit and welfare of the Student Body at large.

The Student Senate shall authorize, in advance, all expenditures made and contracts entered into by the executive branch of the Student Union in the form of reviewing and approving a budget presented by the President of the Student Union in the third Senate meeting of each semester, and other methods outlined in student laws.

The Student Senate shall exercise fiscal and policy oversight authority over the activities of the executive branch of the Student Union.

The Student Senate shall disperse funds from the Student Activities Fees according to this Constitution and the Student Senate By-Laws.

The Student Senate shall periodically direct the President of the Student Union with regards to goals and programs deemed worthy of the Student Union's activities and attention.

The Student Senate shall have the power to recommend to the President of the Student Union appointments to the Student Court and confirm the appointments through an absolute two-thirds (2/3) majority vote.

The Student Senate shall have the power to confirm the President of the Student Union's appointments of Cabinet and Cabinet-level officers through a simple two-thirds (2/3) majority conformation vote.

The Student Senate shall present all approved bills to the President of the Student Union for approval or veto. The President must sign or veto the bill within ten (10) calendar days. In the event of a veto, the bill must be returned to the Senate with written objections or specific recommendations for revisions. The Senate may override a presidential veto with a simple two-thirds (2/3) majority vote or may accept the revisions, sustain the veto, and approve the amended bill by a simple majority vote. In the event that a bill fails to receive either a simple two-thirds (2/3) majority to override the veto or the majority votes needed to sustain the veto, the bill shall be considered permanently tabled.

The Student Senate shall have the power to impeach the President or Vice President of the Student Union for good and sufficient cause as per student laws by an absolute two-thirds (2/3) majority vote. In accordance with the Student Senate By-Laws, the accused person shall have the right to be notified of the charges at least four (4) days before the charges are presented to the Senate. The accused also has the right to be heard, and to respond to the charges and account for their actions. The Chief Justice of Student Court shall preside over the Senate in the impeachment hearing. If the

accused is found guilty, the Senate shall have the right to send them to a University wide simple majority secret ballot referendum calling for their dismissal.

The Student Senate shall have the power to remove Student Court Justices and Cabinet or Cabinet-level officers for good and sufficient cause as per student laws by an absolute two-thirds (2/3) vote. In accordance with the Student Senate By-Laws, the accused person shall have the right to be notified of the charges at least four (4) days before the charges are presented to the Senate. The accused also has the right to be heard, and to respond to the charges and account for their actions.

The Student Senate shall take legislative actions by making rules and regulations as may be deemed necessary and proper for the execution of the foregoing responsibilities in accordance with this Constitution and the Student Senate By-Laws.

## **Section 6. Organization**

The President of the Senate shall be the Vice President of the Student Union. The President of the Senate shall have no vote in the Senate. They shall call for and preside over the first Student Senate meeting until a Speaker of the Student Senate is elected and shall not be required to attend further meetings

The Officers of the Senate shall be the Speaker of the Student Senate, herein after known as the Speaker of the Senate or the Speaker and the Chairpersons of each Student Senate Standing Committee.

The Speaker of the Senate shall be elected on the first meeting of the Senate from the senators by an absolute majority vote of the Senate as per the Student Senate By-Laws. The Speaker of the Senate shall preside over meetings of the Senate.

The Chairpersons of Student Senate Standing Committees shall be elected on the first meeting of the Committee from the Committee members by an absolute majority vote of the Committee members as per the Student Senate By-Laws. Chairpersons of each Student Senate Standing Committee shall chair meetings of their Committees and report on the Committee's progress, activities and resolutions to the Senate-at-large.

The Senate may create other offices and positions as it deems necessary to perform its duties in accordance with the Student Senate By-Laws.

The Student Senate shall create Standing Committees as per the Student Senate By-Laws.

These committees must include an Executive Committee, the membership of which shall be the Officers of Senate. The Executive Committee will organize and set the agendas for meetings.

The Senate shall hold regular weekly meetings in accordance with the Student Senate By-Laws.

All regular meetings shall be open unless the Senate votes to go into closed session by a simple two-thirds (2/3) majority vote.

A quorum must be present before the Senate may go into session. An absolute majority of the seated Student Senators shall constitute quorum. Voting members on leave of absence will not be counted towards the quorum requirement.

Proceedings shall be governed by the latest version of Robert's Rules of Order as modified in the Student Senate By-Laws.

By the second meeting of each semester, the Student Senate shall, by a simple two-thirds (2/3) majority vote, adopt a calendar of regular meetings for that semester.

Special meetings may be called by the President of the Student Union or by one-half (1/2) of the Senate provided that notice of time and place of such meetings be served to all members at least two (2) days in advance and provided further that the notice specifically delineates all matters of business to be conducted.

Upon missing two (2) regular Senate meetings in a semester, Senators shall have be dismissed from their posts unless the Senate determines, by a simple majority vote, that their absences were justified. The provisions of this clause shall apply to all regular Senate meetings including those held during summer and winter sessions.

### **Section 7. Removal from Office**

Student Senators may be recalled and removed from the Student Senate by their constituency through a simple two thirds (2/3) majority vote of the voting members of the constituency after such a vote is called by a verifiable petition of five hundred (500) members of their constituency. If their constituency consists of less than five hundred (500) members then the petition must be signed by an absolute two-thirds (2/3) majority of the constituency.

Student Senators may also be removed from the Student Senate by an absolute two thirds (2/3) majority vote of the Senate on the grounds of neglect of office, absence from Student Senate sessions, dereliction of duty, or gross malfeasance of Office. Any senator may formally charge another senator in a formal meeting held no less than one week after the accused senator and the Speaker of the Senate have been informed of said charges. At that meeting, the charges and defenses shall be brought forth and examined, but the Senate shall not vote on the impeachment until in a meeting at least one week after such meeting. The accused shall have the right to confront the accuser in an open meeting. Impeachment shall become effective upon an absolute two thirds (2/3) majority vote of the Senate provided that neither the accused member nor the accuser shall vote on this matter.

The resignation of a senator shall be presented in the form of a letter to both the President and the Speaker of the Senate, and shall be effective within one week of receipt. The resigning member shall be held responsible and accountable for their actions in their official capacity prior to their resignation.

Vacancies in the seats of any senators shall be filled in the following manner: the Speaker of the Senate shall periodically report vacancies in the Senate to the Electoral Commissioner on the first day of every month during the fall and spring semesters. The Electoral Commissioner shall then call for special elections within the affected constituencies within three (3) days of being informed of the vacancies by the Speaker. Elections must be held within seven (7) days of the call for elections.

A constituency that is unrepresented in the Senate may demand immediate elections at any time through presenting a verifiable petition of half (1/2) the constituency to the Electoral Commissioner. The Electoral Commissioner shall then call for special

elections within the affected constituencies within three (3) days of receiving the petition. Elections must be held within seven (7) days of the call for elections.

### **Section 8. By-Laws and Separation of Power**

The Student Senate and the executive branch of the Student Union shall adopt by-laws that shall not conflict with this Constitution.

Such by-laws as shall be deemed necessary and proper for the conduct of business shall be adopted by an absolute two-thirds (2/3) majority vote of the Student Senate.

Revision, amendment, and repeal of bylaws shall require a simple two-thirds (2/3) vote of the Student Senate.

Any legislation designed to enact, repeal, or modify any rules of procedure and organization of the Student Senate consistent with this Constitution shall be the sole concern of the legislative branch and shall not require the approval of the President of the Student Union.

## **Article III – The Executive Branch**

### **Section 1. The President**

The executive power of the Student Union shall be vested in the President of the American University in Cairo Student Union, herein after referred to as the President of the Student Union or the President.

### **Section 2. Election and Term of Office**

The President of the Student Union shall serve for a term of one academic year and shall be elected together with a Vice President on the same ticket through a simple majority vote of the entire Student Body.

Presidential elections shall be held four (4) weeks before the end of the Spring semester and must be called for by the Electoral Commissioner eight (8) weeks before the end of the Spring semester.

In the event of a tie, the elections are repeated between only the top two (2) tickets within one (1) week of the tie announcement.

The term of office of the President and Vice President of the Student Union shall be one academic year and shall start on the first day of the Summer session and end on the day before the start of the Summer session of the following year.

No student may hold the office of President of the Student Union for more than two (2) terms.

### **Section 3. Qualifications**

Candidates for the office of the President of the Student Union shall at the time of running: be full time student at The American University in Cairo, shall have attended The American University in Cairo for four (4) complete semesters before their first semester in office, shall have a grade point average of at least 2.5, and be in good academic and social standing.

Candidates for the office of the President of the Student Union shall sit and pass an exam drafted by the Student Court and approved by a simple two-thirds (2/3) majority of the Student Senate on this Constitution and the Executive Branch By-laws.

The President of the Student Union shall hold no other office in any other Student Organization, Publication or local student government on campus during their entire term of office.

#### **Section 4. Duties and Powers**

The President of the Student Union shall enforce this Constitution.

The President of the Student Union shall advocate for student rights, freedoms, concerns and needs within the Student Union and with the University administration.

The President shall maintain lines of communication between their office and the Student Body; all other branches of the Student Union, local student governments, and members of the faculty, staff and University administration.

The President shall be an official spokesperson and representative of The American University in Cairo Student Body to the public, the media, other colleges and universities, and any other outside parties.

The President shall appoint members of the Student Body to appropriate University Committees and Boards with the advice and consent of the Student Senate in the form of a simple two-thirds (2/3) majority vote.

The President shall create a Cabinet with the departments outlined in this Constitution as well as any other departments they may deem necessary.

The President shall appoint Secretaries to head the various Cabinet departments as well as other Cabinet members mentioned in this Constitution and any other Cabinet-level officers they may deem necessary with the advice and consent of the Student Senate in the form of a simple two-thirds (2/3) majority vote.

The President shall appoint Student Court Justices with the binding advice, and consent of the Student Senate in the form of an absolute two-thirds (2/3) majority vote.

The President shall appoint an Electoral Commissioner with the advice and consent of the Student Senate in the form of a simple two-thirds (2/3) majority vote.

With the Student Senate, The President shall see that all passed legislation be faithfully executed.

The President shall have the power to sponsor and submit legislation to the Student Senate.

The President shall sign bills submitted by the Student Senate into law or veto them within ten (10) calendar days.

The President may recommend to the consideration of the Senate such measures they deem necessary and expedient.

The President shall have the power to call special sessions of the Student Senate.

The President shall present a Student Union operating budget for review, alteration, and absolute two-thirds (2/3) majority approval of the Senate at the beginning of the academic year.

The President shall have the power to set policy consistent with this Constitution in the absence of direction from the Student Senate.

The President shall perform other duties as directed by the Student Senate or as required to achieve the purposes of this Constitution.

The President may appoint Executive Commissions to study issues on campus, publish reports concerning issues under such purview, and recommend to the Cabinet such measures they shall deem appropriate.

The President shall be subject to the Executive Branch By-Laws and may recommend amendments to the them for a simple two-thirds (2/3) majority approval of the Student Senate.

### **Section 5. The Vice President**

The Vice President of the American University in Cairo Student Union, herein after referred to as the Vice President of the Student Union or the Vice President, shall be elected on the same ticket as the President and shall serve the same term.

Candidates for the office of Vice President of the Student Union shall meet the same requirements for running for the office of President of the Student Union.

The Vice President shall enforce this Constitution.

The Vice President shall serve as the President of the Student Senate but shall have no vote in the Senate. They shall call for and preside over the first Student Senate meeting until a Speaker is elected and shall not be required to attend further meetings.

The Vice President shall carry on the duties of the President during illness or any other temporary inability to perform them.

The Vice President shall be subject to the Student Union executive branch By-Laws.

### **Section 6. The Cabinet**

The executive branch of Student Union shall be led by the Cabinet of The American University in Cairo Student Union, herein after referred to as the Cabinet of the Student Union or the Cabinet.

The Cabinet of the Student Union shall consist of the President, the Vice President, Cabinet Secretaries to head the various departments of the executive branch, an Attorney General, a Student Union Webmaster, and any other Cabinet-level officers appointed by the President.

A Cabinet Secretary or Cabinet-level officer shall hold at least sophomore status when assuming office, be in good academic and social standing as defined by the Vice

President for Student Affairs, and hold no other office in any other organization on campus during their term of office.

Cabinet Secretaries shall head and staff their departments, carry out the instructions of the President and submit to them regular progress and situation reports.

The Attorney General shall represent the Student Union in judicial hearings before both the Student Court and University judicial committees and boards.

The Student Union Webmaster shall be responsible for the development, management, and maintenance of the Student Union Website.

Other Cabinet-level officers shall carry out the duties set out in their position's job description as defined by the President.

### **Section 7. The Departments**

The executive branch of Student Union shall consist of departments responsible for the following tasks: treasury; academic affairs; programming and events; communication; recruitment and development; and Associations as well as any other departments or executive commissions created by the Student Union.

The functions and duties of the various departments shall be outlined in the Student Union Executive Branch By-Laws

### **Section 8. Vacancies**

A permanent vacancy in the office of President resulting from resignation, death, severe illness, impeachment, or removal shall be filled by the Vice President.

Whenever there is a permanent vacancy in the office of Vice President resulting from resignation, death, severe illness, impeachment, or removal, the President shall nominate a Vice President who shall take office upon confirmation by an absolute two-thirds (2/3) majority vote of the Student Senate.

If vacancies in both the offices of President and Vice President result from resignation, death, severe illness, impeachment or removal occurring in the same happenstance, the Speaker of the Student Senate shall serve as Acting President of the Student Union.

Elections for President and Vice President must be announced by the Electoral Commissioner within three (3) working days of the position falling vacant and the elections must be held within 21 days of the announcement. The Speaker of the Senate shall be allowed to run for the office of President.

If the vacancies should occur one month or less before the April presidential elections, the Speaker of the Student Senate shall serve as Acting President until the elections and then the President-elect and Vice President-elect will assume office. If the vacancies occur after the April presidential elections, the President-elect and Vice President-elect will assume office immediately.

Whenever there is a permanent vacancy in the office of a Cabinet member resulting from resignation, death, severe illness, impeachment, or removal, the President shall

nominate a replacement who shall take office upon confirmation by a simple two-thirds (2/3) majority vote of the Student Senate.

All replacements shall serve the remainder of the unexpired term.

## **Article IV – The Judicial Branch**

### **Section 1. The Judiciary**

The judicial authority of the Student Union shall be vested in The American University in Cairo Student Court, herein after referred to as the Student Court or the Court.

### **Section 2. Composition**

The Student Court shall be composed of one Chief Justice, eight (8) Associate Justices, one Court Clerk, and one Assistant Court Clerk.

The officers of the Student Court shall be the Chief Justice and the Court Clerk.

The Chief Justice shall appoint one of the Associate Justices as Deputy Chief Justice to serve as Acting Chief Justice in the absence of the Chief Justice.

The Chief Justice, Associate Justices, and the Court Clerk and the Assistant Court Clerk shall be appointed by the President with the binding advice, and consent of the Student Senate in the form of an absolute two-thirds (2/3) majority. The President will also appoint the Chief Justice if the position falls vacant subject with an absolute two-thirds (2/3) majority approval of the Student Senate.

Student Court Justices shall be required to sit and score at least seventy-five (75) percent on an exam on this Constitution in it's entirety and on this article specifically, drafted by the Student Senate.

A Justice or Clerk shall serve a maximum term of two (2) academic years from semester of appointment and shall serve no more than two (2) terms.

All Justices and Clerks shall serve the maximum time permitted or they resign, graduate, or are removed from office.

Members of the Student Court may be impeached and removed from office by the Student Senate as provided in Article II Section 5 of this Constitution.

The Chief Justice, Associate Justices, and Court Clerk, will: have attended The American University in Cairo for two (2) complete semesters prior to appointment, have a minimum grade point average of 2.5, not be a member of any other branch of the Student Union, local student government, a Student Organization or Publication, and be a neutral party.

The Assistant Court Clerk must meet the above qualifications, but they may be appointed during their first semester at the University.

All Justices shall have equal votes.

### **Section 3. Jurisdiction**

Original jurisdiction of the Student Court shall include disputes, charges and the monitoring of all elections of the Student Union and local student governments.

The Court shall rule fairly on disputes arising over: interpretation of this Constitution; interpretation of Constitutional amendments; interpretation of all legislation signed into law, disputes and controversies involving students against each other excepting matters falling under the jurisdiction of the University administration; students against Student Organizations or Publications; Student Organizations or Publications against each other; students against the Student Union; Student Organizations or Publications against the Student Union; local student governments against the Student Union; local student governments against Student Organizations or Publications; local student governments against each other; and students against local student governments.

The Court shall rule fairly on charges of violations of this Constitution, Constitutional amendments or other legislation passed by the Senate and signed into law; and cases that are referred by the Office of the Vice President of Student Affairs.

Justices of the Student Court shall monitor all elections of the Student Union and local student governments.

Appellate jurisdiction of the Student Court shall include substantive or procedural disputes arising over all committees and boards created by this Constitution or the Student Union.

### **Section 4. Powers**

The Student Court shall have the power to issue charges, subpoena, and orders.

The Student Court shall have the power to rule on any procedural decisions that are necessary to carry out its duties within the limits of its jurisdiction.

A student's failure to comply with the contents of the documents issued by the Court will result in that student being in violation of a disciplinary policy of the University. Such students will be referred to the Vice President of Student Affairs to face further disciplinary procedures.

### **Section 5. Procedure of Complaint and Notification**

All actions against any party will begin by filing a written complaint to the Student Court.

A complaint shall consist of the specific charge. Complaints with questions of wording shall be interpreted to the benefit of the accused.

Within five (5) working days after a complaint has been filed, the Student Court shall meet, to determine whether a hearing is warranted. In instances where authorization of the Vice President of Student Affairs is necessary, the Court shall seek to procure such in order to proceed with the hearing of the case.

If a hearing is warranted and authorized, the Court Clerk shall, within one (1) working day, notify in writing the victim/complainant and the accused of the basis of the alleged violation; the date, time, and place the violation allegedly occurred; the nature

of the evidence upon which the complainant will rely; and the date, time, and place at which a judicial hearing will meet to determine if a violation has occurred. The accused will also receive a copy of the "Student Rights Afforded by Student Court Due Process," as hereinafter provided.

The date of the hearing must be at least seven (7) working days after the notification.

A Justice may recuse themselves from a case if he or she feels that their relationship to the case may bias their decision. A Justice cannot be coerced to recuse themselves. It must be done within their own volition; however, the Chief Justice can recommend that a Justice recuse themselves. A Justice cannot be recused if he or she has made any comments regarding the case following the commencement of the hearing.

### **Section 6. Student Rights Afforded by Due Process**

Students shall have a right to a notice in writing of all charges.

Students shall have a right to appear in person at the hearing or not appear with assurance that failure to attend shall not be construed as being indicative of being responsible.

Students may choose to admit responsibility or deny responsibility for the charges brought against them.

Students shall have a right upon request to receive a list of all witnesses who will appear. Witnesses not listed may not be used at the hearing unless all parties are notified within one working day of the addition of a witness to the list. This must be authorized by the Chief Justice.

Students shall have a right to call witnesses and present witnesses on one's behalf. Witnesses must have first-hand knowledge of the incidents relating to the case. Character witnesses are specifically prohibited from attending any portion of the hearing.

Students shall have a right to choose whether to testify on one's behalf.

Students shall have a right to have access to all relevant information and all evidence.

Students shall have a right to present written, notarized briefs.

Students shall have a right to receive a written copy of the decision as rendered by the Court. Students are also able to inquire and review all documents as it relates to them.

Students shall have a right to appeal.

### **Section 7. Judicial Hearing**

The following must be submitted to the Student Court at least five (5) working days before the scheduled hearing: a list of witnesses appearing on behalf of both victim/complainant and accused and a brief which outlines the issues, facts, and desired resolution. A brief shall be filed by all parties. The brief must conform to the style guide provided by the Court.

The following people may attend a hearing: all nine (9) Justices or a number of them provided either the Chief Justice or the Deputy Chief Justice is present; Court Clerk; Assistant Court Clerk; victim/complainant; accused; witnesses as indicated on list submitted by both parties (only one witness may be present at the time; a witness may not hear the testimony of another witness unless authorized by the Chief Justice); other individuals as authorized by the Chief Justice.

Attorneys are expressly forbidden from participating in the judicial hearing.

The Chief Justice reserves the right to remove any person who is disruptive or impedes the Court's proceedings.

Upon calling the hearing to order, the Chief Justice shall introduce the victim/complainant and the accused.

The accused shall be called upon to admit or deny responsibility. If the accused denies responsibility, the hearing shall proceed. If the accused admits responsibility, the case shall move onto the judgment phase.

The victim/complainant may deliver the opening statement followed by an opening statement by the accused.

Each witness shall testify under oath (hereinafter provided for and to be given by the Court Clerk) and shall remain under oath for each examination and cross-examination given during the course of the hearing.

The victim/complainant shall call and examine witnesses in any order they choose. The witnesses may be questioned by the accused at this time. The accused may then call and examine witnesses in any order. These witnesses may be questioned by the victim/complainant. Closing arguments shall first be delivered by the accused and then the victim/complainant. All Justices may ask questions, provided the Chief Justice recognizes questions. The Chief Justice may declare any questions irrelevant to the current line of questioning.

Written statements by absent witnesses will be admissible as evidence only if the Court determines that good cause is shown. Prior to the hearing, these written statements shall have been notarized by the Court Clerk. These statements shall be entered as testimony and shall be read aloud, if feasible, by the Court Clerk. The Court shall take into consideration that cross-examination is not possible.

The accused may testify under oath in their own behalf. If the accused appears as a witness, the accused is subject to cross-examination; however, the accused may decline to answer any or all questions, as it may be self-incriminating.

The accused's prior record(s) from any prior hearing shall be inadmissible as evidence to prove responsibility. However, if found responsible, the same records may be used to determine sanctions that may be applied to the respective party.

The accused shall be presumed innocent until proven responsible. The burden of proof rests with the victim/complainant.

In the judicial hearing, the Student Court, after private deliberation, shall have the right to exclude evidence which is deemed irrelevant, immaterial, unduly repetitious, or illegally obtained.

The Student Court shall have the authority to declare an individual in contempt of Court for an action which impedes the Court's proceedings. Any student found in contempt of Court shall be referred to the Vice President for Student Affairs. Non-student(s) found in contempt of Court will be asked to leave the campus immediately.

The Court Clerk shall be responsible for keeping all records on file, under lock in the Student Court office. In the event of an appeal, the Chief Justice shall forward all appropriate records concerning the hearing to the relevant parties (who make a request) as acknowledged by the Constitution within two (2) working days. All records shall be maintained and released as per student laws.

The Chief Justice shall be responsible for maintaining proper decorum during the hearing and shall do so by whatever means deemed appropriate within the bounds of jurisprudence.

### **Section 8. Standard of Proof**

The Student Court shall use the strength of the evidence in determining whether or not the accused has committed a violation. Strong evidence shall be evidence that produces a belief in the mind of the presiding Justices that the alleged violation more likely occurred than not.

If a majority of the Justices votes that the evidence supports the allegation, the Student Court shall render a decision that the accused is responsible. If less than a majority of the Justices votes that the evidence supports the allegation, the hearing committee shall render a decision that the allegation was not substantiated.

### **Section 9. Decisions**

All Court decisions must be in writing, must state the basis for the decision(s), and must be kept on file in the Student Court's office.

The Court Clerk shall send one copy of each decision by certified mail or electronic certified mail to the accused, and the Vice President of Student Affairs. For cases referred to the Court by the Vice President of Student Affairs, the decision shall be sent to the Vice President only, who would notify the relevant parties.

A Chief Justice and/or any Associate Justice may dissent from the decision of the Court. This dissent shall be in writing, stating the basis for such disagreement. Dissents shall become a part of the record.

All decisions shall be rendered within five (5) working days after the adjournment of the hearing.

A minimum of three (3) Justices is required to hold a hearing and a judicial hearing.

Either the Chief Justice or the Deputy Chief must be a part of any hearing.

The number of Justices required for each type of case shall be determined by student laws.

All decisions shall require a simple majority vote of the Justices present at the hearing and a judicial hearing.

A voting member who is not disqualified may not abstain from voting.

### **Section 10. Sanctions**

Sanctions which may be recommended to the Vice President of Student Affairs are: oral reprimand; written reprimand; suspension of the individual's participation in student extra-curricular activities for a specified time; suspension of the Student Organization from extra-curricular activities for a specified time; restitution or reimbursement; other sanctions listed in the University policies and procedures deemed appropriate by the Vice President of Student Affairs.

These sanctions shall be decided upon by the Student Court and shall be included with the decision in writing.

Students failing to complete or abide by sanctions of the Student Court shall be referred to the Office of the Vice President for Student Affairs.

### **Section 11. Code of Ethics**

No case or pending case before the Student Court shall be mentioned, commented upon, or discussed in any manner by any Justice, except when information is required by those officials presiding over the appeals process. The proceedings of the Student Court are confidential. Any Court Justice who violates this rule of confidentiality may be removed by an absolute two-thirds (2/3) majority vote of Student Senate as stated in Article II Section 5 of this Constitution. Verdicts and records of the Student Court shall be available to the public once the case is closed as per student laws.

A Justice shall not participate in Student Union or Student Senate political campaigns.

A Justice shall disqualify themselves from any case that involves parties who may improperly influence him or her. The Chief Justice may, upon petition by either party, disqualify a Justice if he or she believes clear conflict of interest exists.

### **Section 12. Appeals**

A student against whom sanctions have been imposed may, if they feel that the sanctions are arbitrary or capricious, ask the Vice President of Student Affairs to modify or suspend the sanctions, and the Vice President of Student Affairs shall consider the request.

If the student is dissatisfied with the response of the Vice President of Student Affairs, he or she may ask the University President to consider the request. In such a situation, the President shall review the record of the hearing, and confer with the Vice President of Student Affairs and, based upon this review, decide to: let the sanction stand; modify the sanction or impose a different sanction; or suspend the sanction.

The decision of the President as to the appropriateness of the sanction is final.

### **Section 13. Oath of a Witness**

The Court Clerk will ask the witness to raise their right hand and administer the following oath: "I solemnly swear that the testimony which I am about to give is the truth, the whole truth, and nothing but the truth, with this oath being taken fully realizing that perjury might result in action being taken against me in this Court."

### **Section 14. Attendance Policy**

A Court Justice must turn in a written reason for absence to the Clerk, either prior to the absence or within one class day of the absence.

Absences will be recorded by the Clerk as excused or unexcused. An excused absence will only be recorded in the following instances: an illness; a family tragedy; a University excuse; an exam class or lab that occurs in direct conflict with the meeting time; or other absences as approved by the Court.

Unexcused absence to three (3) scheduled Court meetings during any given semester may result in removal of the member by an absolute two-thirds (2/3) majority vote of Student Senate.

Using the criteria for determining an unexcused absence, the Clerk will determine whether the absence is excused or unexcused. In a case of uncertainty, the absence will be brought before the Student Court for review.

### **Section 15. Publicity of Records**

Student Court decisions and records shall be public. The publicity of records, decisions shall be regulated by student laws.

## **Article V - Local Student Governments**

### **Section 1. Student Associations**

Local governance of the Student Body shall be vested in The American University in Cairo Student Associations, herein after referred to as the Student Associations or the Associations.

Each constituency of students entitled to representation in the Student Senate shall have a Student Association.

Two or more constituencies that belong to the same department may elect to join under one Student Association through holding a simple two-thirds (2/3) majority referendum in each constituency.

### **Section 2. Composition**

Student Associations shall consist of a General Assembly of all full time and part time students who belong to the constituency the Association represents and an elected Executive Office.

The specific composition and duties of members of an Association's Executive Office shall be described in each Association's By-Laws.

### **Section 3. Qualifications**

Members of a Student Association's Executive Office must be full time students who belong to the Association's General Assembly; they must be in good academic and social standing and maintain a grade point average of at least 2.5.

Members of a Student Association's Executive Office may not be Student Senators or members of the Student Union Cabinet.

Student Association By-Laws may describe additional qualifications for members of the Executive Office.

### **Section 4. Elections and Term of Office**

Student Associations shall have periodic elections at least once per academic year; the exact electoral procedures of each Association shall be described in the Association's By-Laws.

### **Section 5. Duties and Powers**

Student Associations shall represent their General Assemblies to their academic departments, the Student Union and the University administration.

Student Associations shall have the right to attend departmental faculty meetings.

Student Associations shall receive at least twenty (20) percent of the Student Activities Fund.

The money allocated to Student Associations shall be proportionally divided according to the amount contributed to the Student Activities Fund by students in the General Assemblies of the Associations as per student laws.

The Student Union shall be responsible for logistical coordination of the English Language Institute and Undeclared undergraduate Student Associations as per student laws.

### **Section 6. Removal from Office**

A Student Association's Executive Office or specific members of it may be removed from office following a simple two-thirds (2/3) majority referendum of the Association's General Assembly brought about by a petition signed by an absolute majority of the Association's General Assembly.

### **Section 7. By-Laws**

Each Student Association must create and maintain By-laws, which shall be ratified through a simple majority vote referendum of the Association's General Assembly.

## **Article VI – Non Governing Student Organizations**

### **Section 1. Student Organizations**

Student Organizations shall be hereby defined as formal organized bodies that are not under the authority of, associated with or directly funded by, the Student Union or any Student Association.

## **Section 2. Formation**

The formation of Student Organizations shall not need University approval.

A minimum of nine (9) founding members is required to establish a Student Organization.

Student Organizations shall be made official upon notifying the proper University offices and the Student Senate.

## **Section 3. Rights and Responsibilities**

Student Organizations shall enjoy all rights given to individual students in this Constitution and are obliged to abide by rules and regulations of The American University in Cairo.

Student Organizations may elect to receive funding from Student Activities Fund.

Student Organizations funded through the Student Activities Fund must provide the Student Senate with By-Laws that must include: organization name; mission statement; membership requirement and obligations; management hierarchy; decision making policy; leadership appointment system; and by-laws amending procedures.

Student Organizations funded through the Student Activities Fund must have a faculty adviser.

Student Organizations shall have the right to be represented in Student Senate committees tasked with allocating money from the Student Activities Fund to Student Organizations.

The Student Senate shall allocate at least thirty (30) percent of the Student Activities Fund to funding Student Organizations in accordance with student laws.

All Student Organizations shall be allowed to seek external funding through sponsorships and advertisements as per student laws.

All Student Organizations shall have the right to ask for membership fees or collect donations.

## **Article VII – The Student Press**

### **Section 1. Student Publications**

Student Publications shall be divided into Affiliated Student Publications and Independent Student Publications.

Affiliated Student Publications shall consist of newspaper labs; Student Union publications; Student Association publications, and publications belonging to Student Organizations.

Independent Student Publications shall be defined as Student Publications that are not owned, ran, regulated, funded or affiliated with any department, office, Student Association, Student Organization on campus or the Student Union.

## **Section 2. Formation**

Newspaper labs shall be formed by and subject to the rules and regulations set by their parent departments.

The Student Union, Student Associations and Student Organizations have the right to form student publications as per student laws.

Students may form Independent Student Publications as per student laws.

## **Section 3. Rights and Privileges**

All student publications shall be afforded the rights of freedom of the student press granted in this Constitution.

All affiliated student publications shall be funded by their parent organizations or departments as per student laws.

Independent student publications may elect to seek funding from the Student Activities Fund or may be completely self funded.

Fifteen (15) percent of the Student Activities Fund shall be allocated to funding Independent Student Publications in accordance with student laws.

Student Publications shall be allowed to seek external funding through sponsorships and advertisements as per student laws.

## **Article VIII – Student Rights and Responsibilities**

### **Section 1. Freedom of Speech**

No authority, academic or civil, shall infringe upon a student's freedom of speech, freedom to publish, or freedom to peaceably assemble and demonstrate grievances.

Students shall be free to express opposing views or reasoned and orderly exception to data or views offered in any classroom or course of study and to reserve judgment about matters of opinion without incurring a grade penalty or any other repercussions with the understanding that the student is responsible for maintaining standards of sound scholarship.

Students have the responsibility to represent fairly the views expressed by their professors, guest speakers, and administrators.

Students have the right to distribute printed material, offer petitions for signature and make speeches on campus, outside University buildings without prior approval

Students have the right to protest and demonstrate without prior approval, but require prior notification to the University. All such activities must be peaceful and avoid acts or credible threats of violence.

No event shall infringe upon the rights or privileges of anyone not in sympathy with it, and no one will be permitted to harm others, damage or deface property, block access to University buildings or disrupt classes.

## **Section 2. Freedom of Association**

Students are free to gather in any official or unofficial context and have the right to start or join Student Organizations and Publications as per the regulations described in this Constitution and student laws.

The policies, activities and membership of student organizations and publications shall be determined by their members as per student laws and the Organization or Publication's by-laws.

Student Organizations and Publications are free to choose their faculty adviser provided the adviser holds full time status.

Student Organizations and Publications shall not make discriminations with respect to religion, race, creed, or national origin in the determination of their membership.

Student Organizations and Publications have the right to solicit outside funding as per student laws.

All students, whether members of student Organizations and Publications or not, have the right to use campus facilities for meetings and other activities.

Students have the right to receive University certification of their participation in activities approved and sponsored by the University.

## **Section 3. Freedom of the Student Press**

Editors of the student press shall be free to develop their own editorial policies and news coverage.

Editors of the student press shall be protected from arbitrary suspension and removal because of student, faculty, administrative, or public disapproval of editorial policy or content.

Student publications shall not be subject to any form of prior restraint.

Student publications should explicitly state on the opinions pages that the opinions there expressed are not necessarily those of the University administration or Student Body.

## **Section 4. Fair Regulation**

Students shall be free from all rules and regulations not uniform in nature or not fully and clearly formulated, published, and made known to all students. No student shall be subject to any non-academic rule over which no democratic constituency to which that student belongs may amend.

## **Section 5. Privacy**

Students shall be free from unreasonable searches and seizures in their persons, possessions, and residences, and shall enjoy full access to and privacy of their academic, non-academic, and disciplinary records.

Students have the right to access their own official records.

The written consent of the student must be received before personally identifiable data is released from the student's records to any party other than the exceptions specified below:

The University is authorized to provide access to student records to campus officials and employees who have legitimate educational interests in such access. These persons are those who have responsibilities in connection with the academic, administrative, or service functions of the University and who have reason for using student records connected with their academic or other University responsibilities.

Disclosure may also be made to other persons or organizations under certain conditions (e.g. as part of an accreditation or program evaluation; in response to a Court order or subpoena; in connection with financial aid; or to US institutions to which the student is transferring).

### **Section 6. Due Process**

Students shall enjoy the rights of due process before any University or student judiciary.

Students shall have the right to a speedy hearing.

Students shall have the right to confront accusers and witnesses.

Students shall have the right to competent counsel.

Students shall have a presumption of innocence in all disciplinary matters.

Students shall have freedom from cruel and unusual punishment.

Students shall have the right to an appeal.

No student shall be twice put in jeopardy for the same offense, or suspended or expelled except in cases of academic failure, failure to pay a University debt, or failure to abide by the safety and rights of other members of the University community.

### **Section 7. Trial by Peers**

Students shall have the right to a fair and impartial hearing for all grievances under this Constitution or any regulation promulgated by the University before a judiciary of their peers represented in the Student Court.

### **Section 8. Equal Protection**

Students shall enjoy equal protection of laws and rules without regard to race, religion, gender, sexual orientation, age, marital status, disability, creed, or any unreasonable consideration.

### **Section 9. Safety**

Students have a right to personal security and physical safety while on campus, attending classes or engaged in authorized University activities.

Students who are harassed, assaulted, stolen from or physically harmed have the right to report wrongdoing to the University Security, identify those responsible when possible, and alert the Office of Equal Opportunities and Affirmative Action of such incidents.

Students have a right to fair and diligent investigations regarding such cases.

### **Section 10. Rights of Citizenship Off-Campus**

No student shall be subject to institutional disciplinary actions based on their exercising their right of citizenship on and off campus. The right of citizenship includes political and social participation and activism.

### **Section 11. Quality of University Services**

Students have the right to quality service in academic advising and in career and employment advising.

Students have the right to emergency medical care, if necessary, while on campus, attending classes or engaged in a University-related on-campus activity.

Students have the right to reasonably-priced on campus food and beverages that have been produced in a hygienic environment.

### **Section 12. Participation in Policy and Decision Making**

Students have the right to participate in all formal University bodies that set new policies, amend existing policies, or exercise policies affecting students' academic and non-academic pursuits.

Students who are members of such bodies must be treated as equal and active voting members and they must be given equal access to all relevant information.

Students who are members of such bodies must meet the full responsibilities of membership, including attending all meetings and completing all assignments.

Students have the right to objectively judge on all matters discussed in such committees.

### **Section 13. Petition**

Students shall enjoy the right to inquire into, and be honestly and fully informed regarding, any University policy, the process by which it was adopted, and the means by which it might be changed; and students shall be able to petition the University for redress of any policy.

Students have the right, collectively or individually, to petition regarding any aspect of their education and general University-provided services, and to present petitions against actions or decisions taken by members of the University's faculty, staff or administration, and have these petitions treated seriously and given due consideration.

Students have the right to present such petitions to department chairs, deans, the Provost, the Vice President of Student Affairs, or the President as appropriate.

Students have the right to provide, along with their petitions, any supporting legal documents/medical reports when appropriate.

#### **Section 14. Academic Rights and Responsibilities**

Students shall have the right to be graded fairly and shall have protection through orderly procedures established by University against prejudiced or capricious academic evaluation.

Students have the right to be informed of the basis on which their instructors assign them grades and receive a clear grade breakdown.

Students have the right to expect that the instructor originally assigned to teach the course shall teach it excepting extenuating circumstances.

Students have the right to receive course syllabi or outlines on the first day of class in which all course requirements are clearly specified.

Students have the right to have the instructor of the course abide by the course syllabus during the period of the course in question.

Students have the responsibility to adhere to and meet the course requirements identified in the syllabus.

Students have a right to expect that meeting class hours shall not exceed or be less than the assigned meeting hours for the semester.

Students have the responsibility to respect class time and abide by each instructor's policies concerning attendance and late admission as specified in the course syllabus.

Students have the right to be excused by instructors for absences from class or late assignments for reasons that the University has formally authorized and approved; as well as extenuating circumstances such as illness and deaths in the family as long as substantial proof is provided.

Students shall have a say in the time and place of make-up classes

Students have a right to expect clear instruction with regards to all assignments and tasks.

Students have the responsibility to complete all tests and assignments in the manner and at the times required by their instructors.

Students have the right to have their papers, tests and exams returned to them by their instructors within a reasonable period of time; to meet with their instructors to discuss their grade within a reasonable period of time; and to be advised by their instructors concerning how individual grades were determined.

Students have the right to expect that all faculty members maintain and keep regular office hours, and that faculty will make every effort to assist them in answering questions and advising them in the academic problems.

Students have the right to have final grades determined only by the designated instructor of a course.

Students will not be required to take examinations, quizzes or tests or to complete assignments that have not been reviewed and approved by the designated instructor of a course.

Students have the right to be notified a week before a substantive examination (midterm, final) excluding pop-quizzes.

Students have the right to sit no more than three (3) final examinations per day.

Students have the right to evaluate faculty members and courses at the end of every semester.

Students have the right to enroll in the sections of the course they wish to attend, subject to the availability of both space and faculty.

Students have the right to attend classes in which they have registered.

Students have the right to pursue their intended studies in the sections of courses in which they have enrolled during the University's formal registration periods, subject to the availability of appropriate space and faculty.

Students may not be transferred to other sections of the courses in which they have registered or to other courses without their knowledge and approval.

Students have the responsibility to uphold the highest standards of academic integrity in their own work.

Students are obligated to understand and comply with the University's Code of Academic Ethics, which they must read and sign upon admission to the University.

Students also need to adhere to and strictly observe the International Copyright Law pertinent to photocopies and to electronic copies and any material protected by copyright.

## **Section 15. Democratic Representation and Student Government**

Students shall have the right to form and maintain a democratic student government vested with the power to administer and regulate affairs primarily concerning students, to levy and collect dues, and to be represented in the formulation of University policy.

All eligible students have the right and equal opportunity based on merit to participate in student government whether by running for elected offices or applying for appointed positions as per this Constitution and student laws.

## **Article IX – Amendments**

### **Section 1. Proposal of Amendments**

Amendments to this Constitution may be proposed by a two thirds (2/3) absolute majority vote of the Student Senate or by a verifiable petition of one thousand (1,000) members of the Student Body.

Any action calling for amendment of this Constitution must specify whether the issue shall be considered in the immediately following general election or in a special election called for that purpose.

Meeting the requirements for the proposal of amendments shall be considered sufficient grounds and merit for the calling of such an election.

Constitutional amendments must be in the form of Striking Out, Inserting, or Striking Out and Inserting.

This Constitution shall not be Stricken in its entirety without the concurrent proposal of a legitimate Insertion.

### **Section 2. Passage of Amendments**

Amendments must be passed by a simple majority referendum of the Student Body.

### **Section 3. Recording of Amendments**

All passed amendments shall be properly noted in detail in an appendix attached to this Constitution.

## **Article X – Ratification**

### **Section 1. Adoption**

This Constitution shall be ratified immediately with the consent of a simple majority of voting students.

### **Section 2. Transition**

All officers filling any office by election or appointment at the time of ratification shall continue to exercise their powers and duties until their successors are selected in accordance with this Constitution or the measures enacted in transitional laws.

All officers elected concurrently with ratification shall take office and complete the term to which they were elected under the Permanent Constitution of the General Assembly of 2004 and existing codes and continue to serve until their successors are selected pursuant to this Constitution.

The sitting student government at the time of ratification shall adopt operating procedures, election regulations, and such changes as may be necessary to adapt student government to this Constitution by March 2011.

The student government may not adopt any amendments to the Permanent Constitution of the General Assembly of 2004 and shall not amend this Constitution before one year of its passing.

## **Annex I – Application Procedures and Transitional Law**

### **Section 1. General Transition**

All parts of the Constitution not mentioned in this law shall be fully and immediately adopted with its passing

This Annex will be treated as a part of this constitution until the 15<sup>th</sup> of March 2012. After that date, only if all what it regulates would have been fulfilled, this Annex becomes an archived part of this constitution that may not be attached to any future versions of this constitution.

### **Section 2. The Student Senate**

The Student Senate shall adopt new formats, policies and structures outlined in the Constitution as of the term of the 2012 Student Senate. The 2012 Student Senate shall begin their term on January 1, 2012.

The Student Senate shall complete drafting and adopt all codes, laws and by-laws mentioned in the Constitution no later than March 15, 2012.

The Student Senate shall complete drafting and passing all laws mentioned in the Constitution no later than February 15, 2012.

### **Section 3. The Executive Branch**

The President of the Student Union shall designate only one individual as Vice President of the Student Union. All other individuals with the title “vice president” shall have their titles changed.

The President of the Student Union shall edit their plan in order to meet the goals outlined in the Constitution.

The President of the Student Union shall form an Advisory Committee to help the Student Senate draft the first Executive Branch By-Laws. The Committee must be formed by February 15, 2012 and the By-Laws must be completed and adopted by March 15, 2012.

### **Section 4. The Judicial Branch**

The Student Judicial Board elected under the Permanent Constitution of the General Assembly shall serve as part of the Student Court, but will serve only a one-year term.

The President shall choose four other members under the methods outlined in this Constitution who shall serve a full term of two years.

The Chief Justice shall be the person who would have been the SJB Chairperson under the previous constitution.

The Deputy Chief Justice shall be the person scoring the highest on the Constitution exam among the four people the President selects.

## **Section 5. Student Associations**

Current clubs that provide the functions of Student Associations, a list of which shall be determined by a simple two-thirds (2/3) majority of the Senate, shall have the choice between remaining an Academic Club or transitioning into a legal Association under the Constitution.

Those who choose to remain clubs will cease representative activities but may continue all their other activities. They must change the word “association” in their name to “club”.

Those who make the transition shall adopt the provisions provided in the Constitution no later than February 15, 2012.

Majors without Associations shall be helped establish one by the Student Union Executive Branch no later than March 1, 2012.

## **Section 6. Activities**

The Student Senate shall form its Clubs and Conferences committee no later than February 15 and shall approve final budgets no later than March 1, 2012.

New fund divisions shall be adopted as soon as the Spring semester starts and the OSD will be notified in order to make provisions the day this Constitution passes by referendum.

## **Annex II – Amendments**

This annex is to document various amendments that might take place on this Constitution. It is not a part of the Constitution.

Amendments must be fully noted here in a manner that demonstrates what was Stricken Out, if any, and what was Inserted In, if any, in which Article, Section and Clause as well as the date of amendment, details of its proposal, and the number of students who voted for and against it as well as the number of invalidated votes.

### Annex III – Documentary Annex

1. This annex is not a part of the constitution. It is for the purpose of documentation.
2. This constitution was written throughout the Summer Session of the academic year 2010/2011. A Constitution Formation Committee (CFC) was formed by the 2011 Student Senate. The CFC was chaired by Ahmed Aboul Enein, Student Senator for English and Comparative Literature.
3. The referendum to adopt this constitution was held for one working day on Thursday December 15, 2011. The constitution was approved after 89 members of the student body voted in its favor, 71 members rejected it, and 11 votes were considered invalid votes. The referendum was organized by the SJB.
4. The following are members of the CFC who made the most significant contributions in writing this constitution. It may be referred to them in the future as consultants whenever consultancy may be required on either implementing or interpreting this constitution. They have no executive authority in either cases though:

**Ahmed Aboul Enein, Student Senator.** Aboul Enein was chairperson of the CFC and Student Senator for English and Comparative Literature. He conducted research on other student constitutions abroad, adapted them for use at AUC and drafted several parts of this Constitution.

**Omar El Sheikha, Student Senator.** Sheikha was deputy chairperson of the CFC and Student Senator for Undeclared students. He drafted several parts of this constitution.

**Amr Abaza, SJB Member.** Abaza represented the SJB on the CFC. He helped ensure the practicality and applicability of this Constitution to AUC student life.

**Hesham Shaker, Student Senate Chairperson.** Shaker was chairperson of the Student Senate and Student Senator for Computer Engineering. He helped discuss the practicality of this Constitution.

**Amr Mostafa, Student Senator.** Mostafa was Student Senator for Construction Engineering. He discussed and helped draft the parts of this Constitution related to clubs and student activities.

**Mariam Hamad, Student Senator.** Hamad was Student Senator for Political Science. She helped discuss the legal language and phrasing of this Constitution.

**Yousef Korma, Student Senator.** Korma was Student Senator for Physics. He helped discuss the adaptability of this Constitution to AUC student life.

5. Parts of this Constitution, especially Article IV, were adapted from the student constitution of Baylor University. The Baylor Student Government was informed. Other parts were adapted from the University of North Texas, University of Michigan and AUC documents and policies. Full references are detailed in the References Annex.

## **Annex IV – References**

Parts of this Constitution were adapted from student government constitutions abroad, the old AUC student constitution, and AUC university policies, all highlighted below.

The Constitution Formation Committee is extremely grateful to all these parties.

### **1. Baylor University Student Body Constitution**

Several ideas and procedures were adapted from the Baylor University Student Body Constitution and changed to fit AUC student life and university policies. The formation and procedures of a student judiciary in the form of a Student Court was directly adopted from the Baylor University Student Body Constitution.

The Baylor University Student Government was informed of these references, which are detailed below:

- a. Article I Section 5 Clause 4
- b. Article II Section 6 Clauses 1-5, 9, 13-16
- c. Article II Section 7 Clauses 3-4
- d. Article II Section 8 Clause 4
- e. Article III Section 4 Clause 13
- f. Article III Section 8
- g. Article IV

### **2. The University of North Texas Student Constitution**

Some clauses were phrased in a way similar to that of the University of North Texas Student Constitution. The references are detailed below:

- a. Article II Section 6 Clause 7
- b. Article II Section 7 Clauses 1-2
- c. Article III Section 4 Clauses 5, 11, 14, 16
- d. Article IX Sections 1-2

### **3. Constitution of the Student Body of the Ann Arbor Campus of the University of Michigan**

Some clauses were phrased in a way similar to that of the Constitution of the Student Body of the Ann Arbor Campus of the University of Michigan. The references are detailed below:

- a. Article I Section 1
- b. Article VIII Section 2 Clause 6
- c. Article VIII Section 4
- d. Article VIII Section 6 Clause 8
- e. Article VIII Section 13 Clause 1
- f. Article VIII Section 15 Clause 1

#### **4. AUC policies and other documents**

Some parts of the Permanent Constitution of the General Assembly of the AUC Student Body were carried over to this Constitution, as well as other student authored documents and official university policies. These are highlighted below:

- a. Article I Section 5 Clause 2 on the Student Union's mission is adapted from the previous constitution
- b. Article VI Section 3 Clause 3 on student organizations is adapted from the previous constitution
- c. Article VIII Section 1 Clauses 4-6 on the right to freedom of speech are adapted from the AUC policy on freedom of expression
- d. Article VIII Section 5 Clauses 3-4 on the privacy of student records is adapted from the AUC Catalog
- e. Parts of Article VIII Section 14 on academic rights are adapted from the AUC Student Union's Bill of Rights