

# THE AFFILIATE BY-LAW

*Be it enacted by the Senate of Duke Student Government (DSG):*

## TITLE I: GENERAL PRINCIPLES

### SECTION 1: Affiliates Generally

As used in this By-law, DSG Affiliates are semi-autonomous entities that operate under the oversight of DSG standing committees and/or Caucuses to further common objectives with a project-oriented structure and through collaboration with Duke administration. It is the responsibility of the Executive Vice President to distribute relevant governing documents to affiliates in the Fall of each academic year.

### SECTION 2: Creation and Abolition of Affiliates

The creation or abolition of Affiliates should proceed as follows:

1. New affiliates may be created with an amendment to include them in this By-Law
  - a. All requests, both for the creation and deletion of an affiliate, shall be made in writing to the President Pro Tempore by the second to last Senate meeting
    - i. This will be supplemented with descriptions of fundamental goals, intended purpose, a plan for partnership with a DSG standing committee and/or Caucus, and an outline of structure that contains a process for transitioning leadership.
  - b. New affiliate bodies must be considered and approved by the Senate alongside any other amendments to this By-Law after two readings to the Senate using the voting procedure outlined in the House Rules Of the Senate.
2. Existing affiliates may be abolished with an amendment to repeal their status and provisions from this By-Law
  - a. The dissolution of an affiliate must be considered and approved by the Senate alongside any other amendments to this By-Law after two readings to the Senate using the voting procedure outlined in the House Rules Of the Senate.
  - b. Members of abolished affiliates hold the right and freedom to associate and may apply for Chartered or Recognized status at their own discretion

### SECTION 3: Powers and Privileges of Affiliates

Assuming full compliance with DSG policy, Affiliates are afforded the following privileges:

1. Administrative and lobbying support from relevant DSG officers
2. A student organization fund code and account
3. Annual and event funding subject to the provisions of SECTION 4
4. The right to fundraise independently of DSG

### SECTION 4: Funding of Affiliates

1. Affiliates may request an allocation in the DSG Annual Budget by submitting an itemized

budget to the DSG Treasurer

2. The Treasurer, in consultation with the President and the Executive Vice President, shall accept or reduce the amount requested, and incorporate it into the DSG component of the proposed Annual Budget alongside the Legislative Discretionary and other DSG internal accounts
3. The amendment and passage of the Annual Budget shall remain at the discretion of the Senate
4. Affiliates may apply to the SOFC Programming Fund in the same manner as Chartered and Recognized groups.
5. The Senate may, at any time, compel an Affiliate to return or transfer funds to a DSG account by passing a budgetary statute to that effect.
6. Considering Affiliates are not fully independent of DSG, this discretion is not subject to any restrictions or judicial review.

### **SECTION 5: Responsibilities and Restrictions**

Each Affiliate is required to:

1. Comply with the DSG Constitution, By-Laws, legislation, and all lawful regulations
2. Submit to all SOFC auditing procedures and to any financial or operational reviews requested by the DSG Treasurer
3. Report to DSG on its operations whenever requested by the President, the Senate, or the standing committee that oversees it.

### **SECTION 6: Internal Constitutions, By-Laws, and Policies**

Each Affiliate may keep and maintain an internal Constitution, By-Laws, and policies provided that these comply with all DSG law.

### **SECTION 7: Removal from Office or Membership in Affiliates**

Except where other provisions are made in the DSG Constitution or in this By-Law, each Affiliate may internally remove any officer or member subject to the provisions of its own Constitution and By-Laws. The Senate may also compel the removal of any member or officer of an Affiliate by a two-thirds vote.

## **TITLE II: THE DUKE STUDENT DINING ADVISORY COMMITTEE**

### **SECTION 1: General Purpose and Powers**

The purpose of the Duke University Student Dining Advisory Committee (DUSDAC) is to ensure a positive dining experience for all Duke students. The Committee shall have the responsibility to evaluate current and prospective dining establishments and to make recommendations to the Senate regarding Duke Dining and any other dining-related matters the committee deems appropriate.

### **SECTION 2: Governance**

DUSDAC shall be led by two Co-Chairs, elected by the Committee for a term of one academic year

subject to the majority confirmation of the Senate. Co-Chairs for any academic year shall be elected and confirmed in the spring of the preceding year.

### **SECTION 3: Appointment of Members**

In the fall, the Co-Chairs of DUSDAC shall conduct an open application process to select the remaining members of the committee such that the cumulative number is not greater than 20 nor less than 15, excluding the Co-Chairs and any Senators appointed under SECTION 4 of this Title.

### **SECTION 4: Oversight by the Committee on Services and Sustainability**

1. The Standing Committee on Services and Sustainability shall oversee DUSDAC.
2. The Vice President of the Services and Sustainability Committee (or their designee) shall be an ex-officio non-voting member of DUSDAC.
3. Any member of the Senate may nominate one or more Senators serving on the Services and Sustainability Committee for appointment to DUSDAC in a process chaired by the President Pro Tempore at the beginning of each legislative session; the Senate as a whole must confirm this nomination.

## **TITLE III: THE LINE MONITORS**

### **SECTION 1: General Purpose and Powers**

1. The Line Monitors exist to bring students in the Krzyzewskiville community together to support Duke's basketball program by facilitating student attendance at home games and monitoring the tenting process for the home UNC game and other major games.
2. The Head Line Monitor(s) shall present the Walk-up Line Policy no later than the last DSG meeting prior to the first Regular Season Men's Basketball game. The Head Line Monitor(s) shall present the Tenting Policy prior to the last DSG meeting in November.
  - a. The Senate shall have the power to amend the guidelines when presented. However, the Line Monitor group must subsequently approve any revisions.
  - b. Once the Line Monitors have vetted any potential changes, the resulting document will go back before the Senate for consideration.
  - c. The Senate has the power to override any rejected amendments by a 2/3rds line item vote. All line item votes will be coordinated and clarified by the Executive Vice President.
3. The tenting policy must include the following information:
  - a. The different tenting periods must be fully explained, including:
    - i. Respective dates
    - ii. Registration requirements/procedure
    - iii. Number of total tent spots available for each period
  - b. The following guidelines for all tenting periods must be established:
    - i. Number of tenters per tent required for daytime and nighttime hours
    - ii. Time definitions for what constitutes daytime and nighttime hours
    - iii. Allowances for missed tent checks and attendant consequences

- iv. When grace periods are allowed, including specifications for after tent checks, during other athletic events, or inclement weather.
- v. Deadlines for submitting roster changes
- c. The following guidelines for K-Ville must be established:
  - i. The boundaries for what constitutes K-Ville
  - ii. Any safety guidelines (i.e. Electrical outlet usage policies)
- d. The walk-up line policy must include the following information:
  - i. Requirements of Students
  - ii. Timeline for entry into Cameron
  - iii. Group registration requirements and group privileges (if applicable)
- 4. Other amendments to the policy may be requested by the Head Line Monitor(s) at any time for approval by a majority vote of the Senate and must include a date on which the change will go into effect. The authority to make emergency changes remains with the Head Line Monitor(s) if there is not adequate time to obtain the approval of the Senate.
- 5. In the event that emergency changes are made, the DSG Senate must approve these changes at its next meeting. Otherwise, the K-Ville policy reverts back to its originally approved language.
- 6. Following its approval, the policy must be published in its entirety on the DSG website.

## **SECTION 2: Governance**

- 1. The Head Line Monitor (or co-Head Line Monitors) shall serve as the chair(s) of the Line Monitors. Selection of the Head Line Monitor(s) shall be determined in a manner set by the Line Monitors.
- 2. The Line Monitors shall be governed by Head Line Monitor(s), Vice Presidents of Tenting, Vice Presidents of Gameday Operations, Vice President of Marketing, Vice President of Programming, Vice President of Internal Affairs, and Vice President of Communications.
- 3. The Head Line Monitor(s) may create or discard these governance positions at their discretion.

## **SECTION 3: Membership**

- 1. The Line Monitors shall be chosen from the current undergraduate body, excluding first-years.
- 2. The Head Line Monitor(s) shall assemble their Line Monitor team in early Fall via an open application and interview process. This team will devise the K-Ville and Walk-up line policies for the coming Basketball season.

## **SECTION 4: Oversight by the Committee on Campus Life**

The Standing Committee on Campus Life shall review the Line Monitors. The Line Monitors shall review all policies and documents with the Committee on Campus Life prior to the Senate presentation.

## **TITLE IV: THE STUDENT'S ADVOCATE OFFICE**

### **SECTION 1: General Purpose and Powers**

The purpose of the Student Advocate's Office (SAO) is to provide peer support for students going through any institutional processes with the university including but not limited to: COVID related misconduct, academic misconduct, sexual harassment and misconduct, hate and bias grievances, and financial aid. The SAO will work closely with the Office of Student Conduct, the Office of Institutional Equity, the Women's Center, Duke's Financial Aid Office, and the Wellness Center, among other organizations, to receive referrals and provide resources for students. The SAO will work with University centers and stakeholders as well as student groups to promote transparency and improved understanding of resources regarding institutional processes.

### **SECTION 2: Governance**

The SAO shall be led by two Co-Directors: Internal Affairs and External Affairs, elected by the SAO for a term of one academic year subject to the majority confirmation of the Senate. Co-Chairs for any academic year shall be elected and confirmed in the spring of the preceding year. The Co-Directors shall be assisted by Division Directors and Chiefs of Staff selected through an internal process to constitute the Executive Board.

### **SECTION 3: Membership**

Membership in the SAO is open to all undergraduates enrolled at Duke University and in good standing, unless removed by the Executive Board or by the Senate acting under Title I, SECTION 7 for misconduct. Potential members must undergo an application and training process as directed by the SAO Executive Board.

### **SECTION 4: Oversight by the Committees on Academic Affairs and Equity & Outreach**

The Standing Committees of Academic Affairs and Equity & Outreach shall review the SAO. The Vice Presidents of Academic Affairs and Equity & Outreach, or their designee, shall be an ex-officio non-voting member of the SAO.

## **TITLE V: THE UNDERGRADUATE ENVIRONMENTAL UNION**

### **SECTION 1: General Purpose and Powers**

The mission of the Undergraduate Environmental Union (UEU) is to serve as the hub for all undergraduate environmental activity, communications, and programming at Duke. UEU will partner with environmental clubs, community members, neighboring institutions, Duke faculty members, administrators, university staff, and the larger student body to facilitate conversations and collaboration around sustainability on campus and beyond. The UEU seeks to support environmental undergraduate groups with their own projects and missions, foster collaboration among student organizations, facilitate partnerships with academic and administrative offices to accomplish major projects, serve as a communal place for groups to share support and information

to existing groups and projects, and create a unified student voice to advance and publicize environmental issues on Duke's campus.

### **SECTION 2: Governance**

The UEU shall be led by a President, External Vice President, Internal Vice President, Justice Director, Justice Coordinator, and Event Coordinator. The President for any academic year shall be elected and confirmed in the spring of the preceding year by the previous executive board team. The remaining executive board members shall be selected through an application process.

### **SECTION 3: Membership**

Membership in the UEU is open to all undergraduates enrolled at Duke University.

### **SECTION 4: Oversight by the Committee on Services & Sustainability**

The Standing Committee of Services & Sustainability shall review the UEU. The Vice President of Services & Sustainability, or their designee, shall be an ex-officio non-voting member of the UEU.

## **TITLE VI: THE STUDENT WELLNESS ADVISORY COMMITTEE**

### **SECTION 1: General Purpose and Powers**

The purpose of the Student Wellness Advisory Committee (SWAC) is fostering and promoting mental health projects and policy-making. SWAC aims to contribute tangible results predicated on improving the collective well-being and health of the Duke Undergraduate student body. SWAC convenes on a periodic basis to discuss, debate, and enact change by working with relevant administrative officials from Student Health, CAPS, DuWell, and DukeReach to further our goals.

### **SECTION 2: Governance**

SWAC shall be led by one, and not more than two, (co-) Chair(s) for a term of one academic year, subject to the majority confirmation by the Senate. Chair(s) for any academic year shall be elected by the outgoing committee in the spring of the preceding year. In a process overseen by the Duke Student Government President and Executive Vice President, Chair(s) will be selected through Instant Runoff Voting by all members of SWAC at that time..

### **SECTION 3: Membership**

Appointment to SWAC shall be available to all members of the Duke undergraduate population. The Chair(s) of SWAC, will coordinate an application and interview process for prospective members of SWAC, at least once per academic year. Additionally, any member of the Senate may nominate one to two Senators for appointment to SWAC in a process chaired by the President Pro Tempore at the beginning of each legislative session; the Senate as a whole must confirm this nomination

### **SECTION 4: Oversight by the Committees on Academic Affairs and Services & Sustainability**

The Standing Committees of Academic Affairs and Services & Sustainability shall review SWAC. The Vice Presidents of Academic Affairs and Services & Sustainability, or their designee, shall be an ex-officio non-voting member of SWAC.

## **TITLE VII: THE HOUSING ACCESSIBILITY ADVISORY COMMITTEE**

### **SECTION 1: General Purpose and Powers**

The purpose of the Housing Accessibility Advisory Committee (HAAC) is to ensure that all current and future residential spaces are accessible and accommodating for all Duke students. The Committee shall have the responsibility to evaluate current and prospective housing establishments with the Housing & Residential Life Office at Duke and to make recommendations for renovations and new projects.

### **SECTION 2: Governance**

HAAC shall be led by two Co-Chairs, one internally elected by the Committee and the other as a representative from the Duke Disability Alliance (DDA) for a term of one academic year subject to the majority confirmation of the Senate. Co-Chairs for any academic year shall be elected and confirmed in the spring of the preceding year.

### **SECTION 3: Appointment of Members**

Members of HAAC shall be confirmed by the Senate to terms of one academic year. In the fall, applications to join HAAC shall be made available to members of the undergraduate population. The Co-Chairs of HAAC shall nominate a maximum of fifteen members, excluding any DSG representatives, for confirmation by the Senate.

### **SECTION 4: Oversight by the Committees of Equity & Outreach and Campus Life**

The Standing Committees on Equity & Outreach and Campus Life shall oversee HAAC. The Vice President of the Campus Life and the Vice President of Equity & Outreach (or their designee) shall be an ex-officio non-voting member of HAAC.

## **TITLE VIII: ENACTMENT AND EFFECTS**

This By-Law shall be effective immediately. The previous Affiliate By-Law is hereby repealed, and any By-Law, Statute, policy, or practice in conflict with this By-Law is hereby declared null and void.