

Presidents' Circle

SGA Contact: Kris Mauro, Executive Vice President (kmauro@flsouthern.edu)

Members: It is mandatory for all recognized student organizations (except those registered as Level 3) to send one representative to all Presidents' Circle meetings. Representatives can represent up to two organizations, with one vote per organization.

Dress Code for Meetings: Attire is considered Business Casual: Polo or Blouse, Khakis, Slacks, Skirt or Dresses - NO Flip Flops, Tennis Shoes or Hats. Members who show up without the proper attire will not be allowed to attend and will take an organization absence.

Absences: If you need to be excused from a meeting you must fill out a Presidents' Circle Excuse Form by Monday at 5:00pm the week of the meeting. The forms can be found online at the SGA webpage www.flsouthern.edu/student_life/StuGov/ as well as in print, in the Bandshell. They must be turned into the Executive Vice President's mailbox and may not be submitted through email. Presidents may only have other officers in their organization represent them when they themselves cannot attend. Excuses will only be valid and approved if the President and ALL officers and/or members are unable to attend. If your excuse is not approved, you will be notified. If excused, organizations will still be held responsible for the information presented at the meeting and will follow the *Procedures for Excused Absences* (see below). If an excuse form is not turned in, or it is not approved, and an organization misses a meeting, SGA will follow the *Procedures for Unexcused Absences* (see below).

Procedures for Excused Absences

If an organization has turned in an excuse form by the deadline and is excused from the meeting, they must come to the Bandshell during the President, Executive Vice President, or Secretary's office hours immediately following the missed meeting to receive a copy of the minutes and sign a verification form for reading them. Failure to do so will result in the suspension of the organization until the next Presidents' Circle meeting.

Procedures for Unexcused Absences

If an organization has not turned in an excuse form by the deadline or did not have their excuse approved, they must come to the Bandshell during the President, Executive Vice President, or Secretary's office hours immediately following the missed meeting to receive a copy of the minutes and sign a verification form for reading them. They must also have a meeting with the Executive Vice President within one week of the missed Presidents' Circle meeting.

Organizations with an unexcused absence will be placed on *suspension* (see below) until the next Presidents' Circle meeting. If an organization would like to appeal their suspension, they must contact the Executive Vice President to set up a meeting with the Organizational Advisory Committee.

Suspension

If an organization is placed on suspension, they are not allowed to request funds from SGA, be reimbursed for funds, hold events, or register new events. If an organization is absent from three meetings, they are no longer a recognized campus organization and will lose all rights and privileges. The organization may reapply for recognition the next semester.

For questions, please email sga@flsouthern.edu.