

SENATE BYLAW 47

GRADE VERIFICATION POLICY

(Effective: April 11, 1991; Revised: April 29, 1992; June 20, 1994; October 28, 1996;  
August 10, 1999)

G.P.A verification for CSUN Executive Board, Chairs, and Directors:

Only the CSUN Business Manager may access grades of CSUN Officers, Directors, and Chairs;

The information accessed can be used for determination of eligible or non-eligible status only;

The CSUN Business Manager shall enforce all provisions of the CSUN Constitution with regards to fee waivers. The CSUN Business Manager will audit all fee waivers and enforce any and all refunds for all dropped, failed, or audited classes as well as for any CSUN Office, Director or Chair who did not complete the term of classes and/or work. This applies to all Directors, Chairs, Executive Board Officers, and Senators;

The CSUN Business Manager shall check the eligibility of all CSUN Officials on a monthly basis.

The CSUN Judicial Council may request the Business Manager to provide confirmation that all grade checks have been conducted within a reasonable amount of time, not to exceed thirty (30) days of instruction. Only information pertaining to eligibility of current Student Government Officials will be released. This information will only state whether this individual is eligible or not eligible:

The Judicial Council may request such inquiries on behalf of a written complaint from any CSUN member.

The CSUN President shall administer all grade verification forms for the Vice President and Directors:

The CSUN President will submit the completed forms to the Business Manager within ten (10) working days of the start of each semester;

In the event that the requirements cannot be met by a member, the CSUN President must notify that member within five (5) working days;

That member must then show proof of error within ten (10) working days of receiving notification from the CSUN President;

A member who is in violation and does not step down will face impeachment or removal from the CSUN Senate.

The CSUN Vice President shall administer all grade verification forms for the Executive Board, excluding the Vice President:

The CSUN President will submit the completed forms to the Business Manager within ten (10) working days of the start of each semester;

In the event that the requirements cannot be met by a member, the CSUN President must notify that member within five (5) working days;

That member must then show proof of error within ten (10) working days of receiving notification from the CSUN Vice President;

A member who is in violation and does not step down will face impeachment or removal from the CSUN Senate.

The CSUN Senate President shall administer all grade verification forms for all Senators, except the Senate President Pro-Tempore:

The CSUN President will submit the completed forms to the Business Manager within ten (10) working days of the start of each semester;

In the event that the requirements cannot be met by a member, the CSUN President must notify that member within five (5) working days;

That Senator must then show proof of error to the CSUN Senate President within ten (10) working days of receiving notification from the CSUN Senate President;

A member who is in violation and does not step down will face impeachment or removal from the CSUN Senate.

The CSUN Senate Rules and Ethics Committee will receive information pertaining to the eligibility of current Student Government Officials and Officers from the Business Manager on a monthly basis. This information will only state whether this individual is eligible or not eligible.

In event that the requirements of CSUN Constitution cannot be met by a member of the Executive Board or Senate, the CSUN Rules and Ethics Committee must notify that member within five (5) working days.

The CSUN Executive Board member or Senator must then show proof of error within ten (10) working days of receiving notification from the CSUN Rules and Ethics Committee or resign from their position;

An Executive Board member or Senator who is in violation and does not step down will face impeachment by CSUN Senate.

The following constitutes a valid description of grades for Senators, Directors, and Executive Board members:

Six (6) or greater completed credits at UNLV;

A 2.0 or greater semester G.P.A.

Senate Bill 29-05 does not take effect until:

Until filing begins for Spring 1999 Executive Board elections for Directors and Executive Board;

Until filing begins for the 30th Session Senate elections for the Senate.