

Spring 1-1-2012

Senate Bill SB-12S-2594 Title IV Revisions Act of Spring 2012

Student Government Association
University of North Florida

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SENATE LEGISLATION

SB-12S-2594

1

SB-12S-2594: The Title IV Revisions Act of Spring 2012

2 Whereas: The Student Government of the University of North Florida was established to
3 represent student concerns in all University wide matters; and,

4 Whereas: The Student Senate is the legislative body of the University of North Florida's
5 Student Government given the responsibility of carrying out such legislative acts that
6 are necessary and proper for the Student Body of the University of North Florida;
7 and,

8 Whereas: Legislation dealing with necessary and proper statutory revisions shall be considered
9 by Student Senate;

10 Whereas: Title IV is in need of revision;

11 Therefore; The following revisions are being made to Title IV;

12 **TITLE IV: THE LEGISLATIVE BRANCH**

13

14 **Chapter 400: The Authority of the Legislative Branch**

15

16 400.1 The powers and duties within the Legislative Branch, herein referred to as the
17 Senate, are derived and defined from the Student Government Constitution
18 and Statutes.

19

20 A. The Senate shall be responsible to represent the student body in all
21 University-wide matters and to develop and promote activities of
22 practical value and interests to students.

23

24 B. The Senate shall maintain communication with the student body and
25 the President on matters of concern to students.

26

27 C. The Senate shall enforce, follow, and adhere to all laws, policies, and
28 guidelines set forth in the Student Government Constitution and
29 System of Statutes.

30

31 D. The Senate shall be responsible for composing and voting on the
32 approval of Student Government Constitutional Amendments and
33 the enacting of Student Government Statutory revisions.



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- 2
- 3 E. The Senate shall consider all legislation for the operation of the
- 4 Student Government.
- 5
- 6 F. The Senate shall have the ability to override, ~~when appropriate~~, a
- 7 Presidential veto of any legislation by a two-thirds (2/3) vote of those
- 8 members in attendance of the Senate meeting and voting.
- 9
- 10 G. The Senate shall serve as the validating body for all Student
- 11 Government elections.
- 12
- 13 H. The Senate shall approve, by a two-thirds (2/3) vote, all Senate
- 14 appointments made by the Elections, and Appointments Committee.
- 15
- 16 I. Under no circumstances shall the Senate vote by paper balloting.
- 17
- 18 J. The Senate shall be responsible for the Senate Policies and
- 19 Procedures. The Senate Policies and Procedures is a living document
- 20 which can only be changed through a Standing Rule, over which the
- 21 President has no authority.
- 22
- 23 K. The Senate shall follow all rules and guidelines set forth in the Senate
- 24 Policies and Procedures.
- 25
- 26

Chapter 401: Senate Absences

401.1 Absentee Policy

The Student Government Senate Policies and Procedures will dictate the guidelines and procedures for absences in the Senate.

Chapter 402: Organization of the Senate

402.1 Senate Session



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- A. Fall Session
The Fall Session of the Senate shall begin on the first business day of fall classes and terminate at the end of the Fall semester.
- B. Spring Session
The Spring Session of the Senate begin on the first business day of spring classes and terminate at the end of the Spring semester.
- C. Summer Session
The Summer Session of the Senate shall begin on the first business day of the first week of classes of the earliest academic term and shall terminate at the end of the summer academic term.
- D. Each Session of the Senate may adopt its own ~~Rules-Policies~~ and Procedures in accordance with the Student Government Constitution and Statutes.
- E. Every senator may request either a summer leave of absence or a three-week leave of absence in the fall or spring semester. Requests must be submitted to the Senate President. Special exceptions may be granted by the Constitution and Statutes Committee by two-thirds (2/3) vote.

402.2 Senate Officers

~~The Senate President shall be responsible for the duties of all vacant Senate Officers.~~

- A. There shall be a Senate President who shall be elected by majority vote of the Senate and who shall be selected from within the Senate. The Senate President shall be the Chief Legislative Officer of Student Government and shall perform duties as provided by Senate Policies and Procedures. The Senate President shall enforce all rules, policies and



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procedures of the Senate. The Senate President shall be responsible for the duties of all vacant Senate Officers.

B. There shall be a Senate President Pro-Tempore who shall be elected by a majority vote of the Senate and who shall be selected from within the Senate. The Senate President Pro-Tempore shall assist the Senate President and perform duties as provided by Senate Policies and Procedures.

C. There shall be a Secretary of the Senate who shall be appointed by the Senate President and who shall serve at his/her discretion. The Secretary of the Senate shall perform duties as provided by Senate Policies and Procedures and as directed by the Senate President.

D. There shall be a Parliamentarian who shall be elected by majority vote of the Senate. The Parliamentarian shall, upon request, give advice on Parliamentary procedure.

E. There shall be a Sergeant-at-Arms, who shall be appointed by the Senate President, subject to confirmation by the Senate. The Sergeant-at-Arms shall attend the Senate during its meetings and maintain order under the discretion of the Senate President or Presiding Officer. The Sergeant-at-Arms shall enforce strictly the rules relating to the privileges of the chamber.

F. Standing committee Chairs shall be elected by a majority vote of the Senate.

G. Legislative Cabinet elections shall occur upon the convening of the new Senate in the spring semester. All positions will be elected during the meeting that the new Senators are sworn in. The Elections and Appointments Committee Chair shall be elected to a semester term at the end of both fall and spring semesters.



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H. Upon receipt of a proposed Bill, Constitutional Referendum Amendment, or Resolution the Senate President must submit it to the Senate within a two (2) week period.

402.3 Calling of Senate Meetings and Quorum

A. The Senate President shall be empowered to call Senate meetings, and shall call a meeting if petitioned by a majority of the members of Senate holding office at the time the petition is presented, or if requested by a majority vote of the Senate. The Senate Secretary shall notify Student Senators of all meetings.

B. Quorum shall be 50% + 1 of the membership of the Senate. Membership shall be defined as the total number of Senators entitled to vote, with the exception of Senators on leaves of absence. Quorum shall be 50% + 1 of voting members of a committee.

402.4 Standing Committees of the Senate

There shall be five (5) standing committees within the Senate. Each of the five standing committees shall perform the duties and follow all procedures as set forth in the statutes and Senate Policies and Procedures. The five standing committees shall be as follows:

- A. The Budget and Allocations Committee
- B. The Constitution and Statutes Committee
- C. The Elections and Appointments Committee
- D. The Student Advocacy Committee
- E. The University Affairs Committee

402.5 Legislative Cabinet



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A. The Legislative Cabinet shall consist of the following officers:

1. The Senate President
2. The Senate President Pro-Tempore
3. The Parliamentarian
4. The Senate Secretary
5. The five (5) Standing Committee Chairs

B. The Legislative Cabinet shall make recommendations for the standing committees of the Senate.

C. Any member of the Legislative Cabinet, excluding the Senate Secretary who serves at the discretion of the Senate President, can be removed from office as provided by the Senate Policies and Procedures.

A. The Senate shall have the ability to place any of the Legislative Cabinet positions, excluding the Senate Secretary, up for a reelection of the position with a three-fourths (3/4) vote, which shall follow the election process outlined in the Senate Policies and Procedures.

B. The Senate President may dismiss any member of the Legislative Cabinet at any time if he or she feels it is in the best interest of the Student Body. The Senate may override the Senate President by a two-thirds (2/3) vote at the next regularly-scheduled Senate meeting.

402.6 Voting

A. "Majority" and "Two-Thirds" Votes

A majority vote shall be more than half of the votes cast by Senators entitled to vote, excluding blanks and abstentions, at any properly called meeting at which quorum is present. A two-thirds vote shall be



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2 at least two thirds of the votes cast by Senators entitled to vote,
3 excluding blanks or abstentions, at any properly called meeting at
4 which quorum is present. In both cases "entitled to vote" refers to
5 Senators actually voting, not all Senators formally eligible to vote.
6

7 B. Proxy Voting

- 8
- 9 1. The power of attorney given by one Senator to the Senate
10 President to vote in their stead on any and all issues. It is allowed
11 to be used in the Senate when Senators know they will be absent
12 and they would still like their vote to be counted on any and all
13 issues.
- 14
- 15 2. A proxy vote is not considered properly submitted unless it
16 specifies the relevant piece of legislation or candidate being
17 appointed, contains a transcribed vote of "Yes" or "No", and is
18 time stamped and submitted to the Senate President prior to the
19 meeting at which it will be valid. Failure to meet these
20 requirements will result in the proxy vote being declared void.
21 Proxy votes, once submitted properly, are only valid for the
22 Senate or Committee meeting.
23
- 24 3. If a Senator who has cast a proxy vote wishes to revoke said
25 proxy, the Senator must submit a written statement to the Senate
26 President, time stamped prior to the meeting being called to
27 order.
- 28
- 29 4. If the legislation for which the proxy vote has been cast is
30 amended or otherwise altered, said proxy becomes void.
31
- 32 5. Proxy vote forms and envelopes are made available through the
33 Senate President Pro-Tempore.
34

35 Chapter 403: Form of Legislation

36 403.1 Joint Resolutions
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2 Joint Resolutions shall be formal expressions of the opinion or will of the
3 Senate and the Executive Branch. Joint Resolutions shall be adopted by
4 majority vote of the Senate.
5

6 403.2 Simple Resolutions
7

8 Simple Resolutions shall be formal expressions of the opinion or will of the
9 Senate. Simple Resolutions shall also be able to set the policies and
10 procedures of the Senate, and shall only be enforceable within the Senate.
11 Simple Resolutions shall be adopted by a two-thirds (2/3) vote of the Senate.
12

13 403.3 Bills
14

15 Bills shall be legislative proposals to appropriate monies, ~~approve~~
16 ~~Constitutional amendments and revisions~~, adopt statutory amendments and
17 revisions and other legislative proposals.
18

19 ~~Chapter 405:~~ 403.4 Constitutional Referendums
20

21 ~~405-4:~~ A. Any legislation calling for the amendment of the Constitution shall
22 be referred to as a Constitutional Referendum and shall be subject to
23 following legislative process.
24

25 A. 1. Constitutional Referendums shall first be passed by the Constitution
26 and Statutes Committee before being forwarded to Senate.
27

28 B. 2. Constitutional Referendums shall be subject to normal parliamentary
29 motions.
30

31 C. 3. Constitutional Referendums shall be passed by a (3/4) vote of the
32 Senate.
33

34 D. 4. Once passed through Senate, Constitutional Referendums shall be
35 signed by the Senate President and forwarded directly to the Elections and
36 Appointments Chair to be placed on the ballot during the next general
37 election.
38



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405.2 B. This chapter only defines the manner in which Senate can propose the amendment of the Constitution. Article VI of the Constitution details all other ways amendments to the Constitution may be made.

403.35 Composition of Bills and Resolutions

Each Bill and Resolution shall contain the following:

A. Title and Subject

1. The subject of each bill shall be briefly expressed in its title.
2. If a bill embraces more than one subject, it shall be defined as an Omnibus Bill. A majority vote is required by the Senate Committee to accept an Omnibus Bill, and a two-thirds (2/3) vote is required by the Senate for final passage.

B. Legislative Intent

1. The legislative intent of the bill shall be included in the body of the bill or resolution.
2. The legislative intent shall state the purpose and intent of that bill or resolution.

C. Enacting Clause

There shall be an enacting clause on every bill or resolution proposed by the Senate

D. Effective Date

1. All resolutions shall be exempt from having an effective date.



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2. ~~All statutory Bills must include an effective date of January 1st or July 1st. All Bills shall be effective upon passage with the exception of changes to Title VIII which shall be effective on July 1st, at the start of our fiscal year.~~

3. ~~The only exception to the effective date for statutory Bills is if two-thirds (2/3) of Senate approves the Bill for Emergency passage. The effective date of a Bill can be changed with a two-thirds (2/3) Senate approval.~~

E. Senate Sponsor

All bills, ~~or~~ resolutions, or Constitutional Referendums shall have a Senate Sponsor, who shall be from within the Senate

Chapter 404: Procedure for Approval of Bills

404.1 Summation of Bills

A. The Senate President shall transmit any legislation passed by the Senate to the President within five (5) business days except in the case of Constitutional Referendums.

~~B. Any legislation providing for a proposed constitutional amendment shall be submitted directly from the Senate President to the Elections and Appointments Chair for placement of the constitutional referendum on the next general election.~~

C. All legislation that is not transmitted to the President within the allotted five (5) business days will be referred back to the Senate.

404.2 Action by the President



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- 1
- 2 A. Upon receipt of a Bill, the President shall have five (5) business days
3 to approve or veto. The President shall then submit the bill to the
4 Secretary to be posted if approved or sent back to the Senate if
5 vetoed. The Senate Secretary shall then report the action taken to the
6 Senate President, who shall then inform the Senate at the next
7 meeting.
- 8
- 9 B. In cases where a bill is vetoed by the President the bill may be
10 amended and sent back to the President as an alternative action on
11 the veto. In this case, amended bills may be vetoed again by the
12 President.
- 13

Chapter 405: Constitutional Referendums

14 ~~405.1: Any legislation calling for the amendment of the Constitution shall be~~
15 ~~referred to as a Constitutional Referendum and shall be subject to following~~
16 ~~legislative process:~~

- 17
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- 19
- 20 A. ~~Constitutional Referendums shall first be passed by the Constitution and~~
21 ~~Statutes Committee before being forwarded to Senate.~~
- 22
- 23 B. ~~Constitutional Referendums shall be subject to normal parliamentary~~
24 ~~motions:~~
- 25
- 26 C. ~~Constitutional Referendums shall be passed by a (3/4) vote of the Senate.~~
- 27
- 28 D. ~~Once passed through Senate, Constitutional Referendums shall be signed~~
29 ~~by the Senate President and forwarded directly to the Elections and~~
30 ~~Appointments Chair to be placed on the ballot during the next general~~
31 ~~election:~~
- 32

33 ~~405.2 This chapter only defines the manner in which Senate can propose the~~
34 ~~amendment of the Constitution. Article VI of the Constitution details all~~
35 ~~other ways amendments to the Constitution may be made.~~

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Chapter 406: Publications of Senate Notices

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2 406.1 The Senate shall make available to any UNF student who so requests, copies
3 of any and all proposed Senate Resolutions, all enacted Resolutions,
4 proposed amendments to the Constitution, and minutes of Senate meetings.
5

6

Chapter 407: Terms of Office

7

8 407.1 Term of Office
9
10 A. Senate members shall take office upon installation. The term of office
11 shall last from the election from Fall/Spring semester to the
12 following Fall/Spring semester elections.
13
14 B. Senators shall terminate office at the installation of their successors
15 or when they are no longer qualified to hold office. Those Senators
16 who run in the election and do not get re-elected will have their term
17 expire upon installation and validation of the new Student Senators.
18 If Senators are re-elected, he/she must abstain from the installation
19 and validation vote.
20

21

Chapter 408: Legislative Transition Period

22 408.1 The Transition Period begins upon the conclusion of Senate Elections by the
23 Senate and concludes after one week.
24

25 408.2 During this transition period, the outgoing administration must transfer all
26 SG records and files, including a turnover folder (a folder containing all
27 procedures, forms, etc.), regarding the Senate to the incoming administration.
28

29 408.3 The incoming and outgoing administrations shall share all office space
30 allocated to the legislative branch for purposes of conducting business
31 relating to the transition.
32

33 408.4 All signature authority for the Senate shall be automatically transferred upon
34 the
35 swearing-in of the new Senate President.
36
37
38



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Chapter 409: Maintenance of Legislative Records

409.1 The Senate President shall be ultimately responsible for the complete and accurate records of the actions and proceedings of the Senate and its five standing committees.

409.2 These records shall include any of the following: agendas of Senate and committee meetings, minutes of Senate and committee meetings, records of attendance for all Senate and committee meetings, records of passed legislation, and any audio or video recordings of Senate or committee meetings.

409.3 Requests for copies of any of the above documents can be made through the following process:

- A. The request must be made in writing to the Senate President.
- B. Upon making the request, the Senate President shall make the appropriate copies of the document or recording and notify the requestor upon completion of the duplication process.

409.4 Legislative Records

- A. All records emanating from Senate and Committee meetings shall be, ~~henceforth,~~ made available online. Records shall consist of, but not limited to, voting records, attendance records, and bills. The Constitution and Statutes Chair must, upon passage of a bill revising statute, submit an updated version of statute to the Senate President. The records must be turned into the Webmaster within 11 business days from the Senate President.

~~Chapter 410: Appointment to the Senate~~

~~———— Vacancies within the Senate may be filled by appointment.~~



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2 410.1 Qualifying for appointment

3
4 ~~_____ To qualify for appointment, one must:~~

5
6 ~~A. Be an A&S fee-paying student, enrolled in at least one (1) class at the University~~
7 ~~of North Florida.~~

8
9 ~~B. Have at least a 2.25 grade point average, unless one has attended the University~~
10 ~~of North Florida for less than (1) semester.~~

11
12 410.2 Applying for Appointment/Appointment Process

13
14 ~~_____ To become an appointee, one must:~~

15
16 ~~A. Attend at least one (1) full Senate meeting and go on record stating their first and~~
17 ~~last names during the time allotted for recognition of students seeking~~
18 ~~appointment.~~

19
20 ~~B. Submit a completed time-stamped application by 5:00 pm on the third (3rd)~~
21 ~~business day immediately following their Senate Announcement. In the event~~
22 ~~that there are no available Senate Seats, the Elections Supervisor will hold the~~
23 ~~applications in order according to time stamp. The application will expire in~~
24 ~~ninety (90) days.~~

25 ~~C. to the Secretary, Student Government Advisor, or E&A Chairperson. In their~~
26 ~~absence, time-stamped applications shall be placed in the provided labeled~~
27 ~~lockbox.~~

28
29 ~~i. A completed application consists of the following:~~

30
31 ~~1. A Student Government Signature Page: Candidates for appointment~~
32 ~~must meet with the Student Government Advisor, Senate President~~
33 ~~and Senate President Pro Tempore to gain an understanding of~~
34 ~~relevant policies and procedures and their roles within Student~~
35 ~~Government. Candidates shall also meet with standing committee~~
36 ~~chairs to learn the responsibilities and expectations of each~~
37 ~~committee.~~

38



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~~2. Candidate Information Page and Appointee Questionnaire.~~

~~3. Student Endorsement relevant to the position sought as stipulated in Title VI. Signature stipulations must be printed in the application packet.~~

~~D. Meet with the Senate President or Senate President Pro-Tempore and obtain their signature.~~

~~E. Meet with the Student Government Advisor and obtain their signature.~~

~~F. Coordinate a time with each of the four (4) committee chairs via phone/email/person in order to learn the responsibilities and expectations of each committee.~~

~~G. Attend two (2) of the four (4) committee meetings in which he or she is interested and obtain signatures to gain a better understanding of committee operations. This Attendance Form is due by 5:00pm on the business day following committee attendance.~~

~~H. Attend an E&A meeting prior to the next scheduled Senate meeting for a Question & Answer Session. Upon approval by a 2/3 vote, the appointee is forwarded to Senate for confirmation. If an appointee has not attended and/or been reviewed by E&A within ninety (90) days of submitting their application, the appointment is then voided.~~

~~1. If more appointment applications are submitted than senatorial seats are available, E&A shall vote to fill the vacant seats at one time, after having been presented with all appointment applications on the agenda. Appointees who were not forwarded to committee in this instance shall have their application held for ninety (90) days.~~

~~I. An appointee is granted appointment to the Senate by a two-thirds (2/3) vote of the Senate.~~



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~~J. Submit a completed, time stamped Student Government Signature Page by 5:00pm the first business day following committee meetings. Failure to do so will result in termination of the appointee's application.~~

3

4

5

6

~~Completed applications consist of:~~

7

8

~~A. Appointee Information~~

9

10

~~B. Appointee Questionnaire, which discloses motivation to be a senator, goals if appointed, Student Government Signature Page, and other relevant information, as stipulated by the E&A Chair.~~

11

12

13

14

~~C. Student Endorsement, including the endorsement of at least one hundred and fifty (150) students, in accordance with the specifications of Chapter 604.2.B.3.a~~

15

16

17

18

409.3 Being Appointed

19

20

~~To be appointed, one must chronologically be granted the following actions:~~

21

22

~~A. E&A Recommendations~~

23

24

~~1. Complete the appointment process as defined in 409.2.~~

25

26

~~2. An Appointee is granted E&A recommendation for appointment by 2/3 vote of E&A, or in the case of multiple applications, by receiving the most votes. If more Appointment applications are submitted then senatorial seats are available, E&A shall vote to fill the vacant seats at one time, after having been presented with all Appointment applications on the agenda.~~

27

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~~B. Appointment to the Senate~~

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36

~~An appointee is granted appointment to the Senate by a two-thirds (2/3) vote of the Senate.~~

37

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~~C. If an appointee has not attended and/or been reviewed by E&A within ninety (90) days of submitting their application, the appointment is then voided.~~

~~D. Appointees may turn in an appointment application to the Elections Supervisor at any time. In the event that there are no available Senate Seats, the Elections Supervisor will hold the applications according to time stamp. The application will expire in ninety (90) days.~~

410.4 Installation

~~A. After being appointed to the Senate, an appointee will assume office immediately following installation by the Chief Justice or another member of the Judicial Council as designated by the Chief Justice. Installation will occur during the same Senate meeting where possible, or at the following Senate meeting.~~

~~B. The oath as stated in Title VI Chapter 607.3 B.1. will be used to install those appointed. If the Chief Justice or a designee is not available the Senate President shall administer the oath.~~

Furthermore: Let it be enacted, by the University of North Florida Student Government that the proposed revisions to Title IV be made effective July 1st 2012.

Senate Action

Respectfully Submitted: The Constitution and Statutes Committee
Introduced by: Senator Joel Versace
Senate Action: Unanimous Consent
Date: May 9th, 2012
Signed, **Zak Varshovi**

Zakariya Varshovi, Senate President

Executive Action

Let it be known that SB-12S-2594 is hereby
PASSED / VETOED / LINE-ITEM VETOED
on this 14 day of May, 2012.
Michael Naughton

Signed,

Carlo Fassi, President