Wright State University
Student Government Association Constitution
Revised 12/05/2017

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PREAMBLE

We work to serve the interests of our fellow students and contribute to the betterment of our university. To that end we: Actively seek and resolve student concerns; Serve as liaisons to the student body and the university administration; Provide relevant and useful information to the student body at large; Recruit and develop student leaders within a professional culture; Create and engage in endeavors that impact the greater community; Protect & perpetuate the quality of our degrees; and Cultivate individualized college experiences for our students.

In summary, the mission of the Student Government Association at Wright State University is to engage the student body, advocate for their concerns, empower student leadership, and connect the community.

The purpose of Student Government Association (SGA) is to advocate for and represent the interests of students at Wright State University. SGA is committed to promoting student participation in the overall policy and decision-making processes of the University, enhancing the quality and scope of education at the university, and promoting the general welfare of the student body.

ARTICLE I – STUDENT GOVERNMENT ASSOCIATION

SECTION 1.01
This organization shall be known as the Wright State University Student Government Association (SGA).

SECTION 1.02
SGA shall represent the Student Body, which consists of all full-time and part-time students who are registered at Wright State University. SGA shall exercise its authority through this Constitution as hereafter provided.

SECTION 1.03
The governing structure of SGA shall consist of five (5) branches: Executive Board, Cabinet, Senate, House of Representatives, and Judicial Branch.

ARTICLE II – AUTHORITY AND JURISDICTION

SECTION 2.01
The Wright State University Board of Trustees’ Bylaws Article VII, Section 2 provides for the existence of a student representative body to officially communicate the collective viewpoint of the student body with respect to any aspect of university policy or operations.

ARTICLE III – ORGANIZATIONAL STRUCTURE

SECTION 3.01
THE EXECUTIVE BOARD

The Executive Board (E-Board) shall consist of the following Seven (7) positions:

President, Vice President, Chief of Staff, Director of Internal Affairs, Director of External Affairs, Speaker of the House of Representatives, and Chief Justice. Chief Policy Officer and Advisors are ex-officio members of the Executive Board.

The responsibilities of the Executive Board shall include the following:
a. Meet a minimum of two (2) times a month, except during the summer and winter break, or whenever the President or designee deems it necessary.

b. Serve as the steering committee for SGA by directing issues to the appropriate bodies and coordinating the efforts of SGA.

c. Provide advice towards the nomination of associates for all Cabinet members and the Judicial Branch.

d. Confirm Associate Justices suggested by the Chief Justice.

SECTION 3.02  
THE CABINET

The Cabinet shall consist of the following seven (7) positions:

Director of Academic Affairs, Director of Accessibility, Health, and Safety, Director of Diversity and Inclusion, Director of Student Affairs, Associate of International Student Affairs, Director of the Freshman Internship Program, and Director of Outreach and Collaboration. Cabinet committee members shall be ex-officio members of the Cabinet, including all Assistants and Associates.

SECTION 3.03  
THE SENATE

The Senate shall consist of twelve (12) senators:

Senators elected by their constituents:
College of Education and Human Services, College of Engineering and Computer Science, College of Liberal Arts, College of Nursing and Health, College of Science and Mathematics, Raj Soin College of Business, University College, Commuter, and Residential.

Liaison Senators elected by respective advisory group:
Boonshoft School of Medicine, School of Graduate Studies, and Lake Campus

The responsibilities of the Senate shall include the following:

a. Vote on any issues formally proposed to the Senate.

b. Serve as the official forum for representation of the student body.

c. Serve as ex officio members on their respective college student advisory group.

d. Approve all appointments of Cabinet members and Associates.

e. Meet a minimum of two (2) times a month, except during the summer term and winter break, or whenever the President or designee deems it necessary.

f. Ratify all impeachment proceedings.

g. Ratify all appointments.

h. Amend House of Representative legislation.

i. Fulfill legislative responsibilities and present legislation to the entire Senate.

SECTION 3.04  
HOUSE OF REPRESENTATIVES

All registered Student Organizations with the Office of Student Activities may participate in the House of Representatives.
The House of Representatives shall be comprised of one (1) duly appointed representative from each registered student organization. This may be the student organization president or other organization member. For the purpose of meeting attendance, one student may represent up to five (4) organizations. However, for the purposes of voting, each representative may only cast one (1) vote.

The responsibilities of the House of Representative shall include the following:

a. Serve as the official collective voice of all registered student organizations.
b. Disseminate information to student organizations pertaining to policy changes and other matters of student interest.
c. Adhere to all of its own rules and regulations.
d. Raise concerns and submit legislation to the Senate for action.
e. Enact the SOAR Program for all participating student organizations.
f. The House Team is an ad hoc, ex-officio body charged to implement SOAR and is composed of the Speaker of the House of Representatives, Assistant Speaker of the House of Representatives, Secretary of the House of Representatives, Director of Outreach and Collaboration, Director of the Freshmen Internship Program, Assistant Director for External Affairs, Associate of Networking, and the Freshman Intern to the House of Representatives.

SECTION 3.05
JUDICIAL BRANCH

The Judicial Branch shall consist of one (1) Chief Justice, one (1) Chief Policy Officer and as many Associate Justices as required by the Chief Justice. The President will appoint the Chief Justice and Chief Policy Officer with confirmation from the Senate by a simple majority vote of those senators present and eligible to vote. The Chief Justice will appoint the Associate Justices with advice and consent of the Executive Board.

The responsibilities of the Judicial Branch shall include the following:

a. Serve as the final determiner of all SGA constitutional questions and issues.
b. Constitute a Student Election Commission (SEC) as outlined in the By-laws of SGA
c. Be the official parliamentarian of SGA.
d. Provide, upon request, mediation services for the purpose of resolving intra-organizational disputes and disputes between organizations.
e. Serve as the final appellate option for any SGA election appeal.
f. Serve as ambassadors to the Ohio Statehouse and other external decision making bodies.

ARTICLE IV – MEMBERSHIP

SECTION 4.01
CRITERIA

The membership of SGA shall include the above-mentioned positions as well as associates, interns, committee appointees, and paid employees working within the above areas.

SECTION 4.02
REQUIREMENT
All SGA members must adhere to the Wright State University SGA Constitution, Bylaws, and Standard Operating Procedures.

SECTION 4.03
CONTRACT

All SGA members who sign a Student Employment contract with Wright State University Career Services must abide by that contract. Service under this agreement, including payment of regular installments, is subject to sufficient legislative appropriations, the receipt of sufficient funds, and satisfactory academic and job performance on the part of the student.

ARTICLE V – LEGISLATION

SECTION 5.01
HOUSE OF REPRESENTATIVES LEGISLATION

Legislation originating in the House of Representatives is of two (2) types and is approved in the following process:

a. Legislation exclusively pertaining to the House of Representatives must be approved by a majority vote of those representatives who are present and eligible to vote. Legislation passed by an affirmative majority vote shall be considered enacted.
   1. Eligibility to vote is defined as the requirements by the Office of Student Activities for organization to be in good standing:
      a. Registered your organization with the Office of Student Activities
      b. Completed Presidents and Treasurers training
      c. Updated organization contact information, bylaws, and constitution on OrgSync
      d. Has at least one certified event planner

b. Legislation presented in the House of Representatives for any other matter must be approved by a majority vote of the entire House of Representatives, in person or by electronic vote, and then forwarded to the Senate for further consideration. If the Senate rejects legislation, the President will not review it. If the Senate amends the legislation, the House of Representatives must then approve the amendment(s). If the House of Representatives approves the amendments then the legislation is sent to the President for his/her approval. If the House of Representatives does not approve the amendment(s) then the legislation fails.

c. A resolution stating the proposed action shall be presented to the House in a written or digital format for consideration.
   1. The President(s) or student organization representative(s) of the student organization(s) that prepare a resolution must schedule a meeting with the Speaker of the House of Representatives and the Assistant Speaker of the House of Representatives. This public meeting will be focused on the language and supporting text of the resolution. The House of Representatives must be given at least a seven (7) day notice of this public meeting.
   2. The Speaker of the House, Assistant Speaker of the House, the Secretary of the House, and the Chief Policy Officer must be present at this meeting. The Speaker will act as the moderator of this meeting. The Secretary of the House will take notes during the meeting and prepare the minutes as a public record.

b. The resolution will be proposed to the House of Representatives in a special Collective House Meeting. The resolution will be passed by an affirmative majority vote as prescribed in Section 5.01a of the Student Government Association Constitution.
c. If the resolution does not pertain exclusively to the House of Representatives, then Section 5.01b of the Student Government Association Constitution must be followed for passage of legislation.
   1. If the resolution is passed, the Speaker shall sufficiently educate the Senate and all student populations on the proposed resolution before voting in the Senate.
   2. The Senate can vote no earlier than seven (7) days after passage in the House of Representatives and no later than thirty (30) days.
   3. If the legislation is amended and sent back to the House of Representatives, a special Collective House Meeting must be called by the Speaker within fourteen (14) days for the House to approve or reject the amendments.

b. Any legislation passed in this manner will be sent to the appropriate constituency for approval and implementation.

SECTION 5.02
SENATE LEGISLATION

a. Legislation may be introduced to the Senate, in writing, by any representative of one (1) of the five (5) branches of SGA.

b. Legislation may also be introduced if a student(s) obtains the endorsement, through valid signatures, of at least one hundred (100) currently registered students.

c. All legislation presented to the Senate must be approved by a majority vote of the Senators who are present and eligible to vote. Furthermore, any legislation having passed the Senate in its original format shall be enacted, pending the approval of the President. All legislation receiving the President’s approval shall be considered enacted. If the President takes no action on the legislation after seven (7) academic days of its delivery, the legislation shall be considered enacted. The President shall inform the senate of decision to veto, sign, or no action on passed legislation.

d. All legislation pending a vote at the conclusion of the spring term will be considered failed legislation.

SECTION 5.03
PRESIDENTIAL VETO AUTHORITY

a. All legislation having passed the Senate shall be presented to the President for approval. In the event that the President vetoes the legislation, he/she shall notify the Senate of the decision in writing and return the legislation to the Senate who may choose to consider it further.

b. If the Senate chooses to reconsider the legislation, it may, by two-thirds (2/3) affirmative vote of the entire Senate, override the veto and consider the legislation enacted. If such legislation does not receive the required two-thirds (2/3) affirmative vote after two (2) business meetings of its return, it shall be considered failed.

c. If the Senate chooses not to reconsider the legislation, that legislation will be considered failed.

SECTION 5.04
PASSED LEGISLATION

a. Legislation duly passed by a majority of the Senate and affirmed by the President or duly passed by two-thirds (2/3) of those Senators present and eligible to vote, both termed passed legislation, shall be published for dissemination to the campus community and those people for whom the resolution is relevant.

b. Any legislation passed after August 2012 shall remain the effect until such time it is annulled by a subsequent duly passed piece of legislation explicitly ending its tenure.
SECTION 5.05
STUDENT INITIATIVE AND REFERENDUM

Any SGA member shall have the right to initiate a referendum of the student body according to the following process:

a. A resolution stating the proposed action shall be presented to the Senate to put the issue on the ballot.
   1. The SGA member(s) that prepare a resolution must schedule a meeting with the Chief Justice and Chief Policy Officer. This public meeting will be focused on the language and supporting text of the resolution. The student body must be given at least a seven (7) day notice of this public meeting.
   2. The Director of Internal Affairs, the Chief Justice, and the Chief Policy Officer must be present at this meeting. The Chief Justice will act as the moderator of this meeting. The Director of Internal Affairs will take notes during the meeting and prepare the minutes as a public record.

b. The resolution will be proposed to the student body if passed by a two-thirds (⅔) vote of the SGA Senate.
   1. If the resolution is passed, SGA shall sufficiently educate the student body and all student populations on the proposed referendum question before the opening of polls on which the issue will appear.

c. The ballot shall state the proposed action and ask; "Shall the above action be adopted?" The issue shall go to the student body for a vote within forty-five (45) days after being passed by the SGA senate, but no sooner than fifteen (15) days.
   1. The polls shall be open for at least five (5) academic days. This period can be extended to a maximum of fifteen (15) academic days at the discretion of the Chief Justice.

d. A minimum of ten percent (10%) of the student body must vote, with a majority in favor of the adoption, for the initiative to be considered valid.

e. Any legislation passed in this manner will be sent to the appropriate constituency for approval and implementation.

ARTICLE VI – MEMBERSHIP CRITERIA AND COMPENSATION

SECTION 6.01
PRESIDENT AND VICE PRESIDENT MEMBERSHIP CRITERIA

The President and Vice President of SGA shall:

a. Have enough credits to be granted sophomore status by Wright State University at the time of application and have attended the main campus of Wright State University for at least two (2) full academic terms (two semesters) prior to their election, selection, or appointment. (See election and appointment guidelines).

b. Be enrolled in at least six (6) undergraduate credit hours or three (3) graduate credit hours during each term in Office.

c. Be in good academic and judicial standing the term prior to their election and every subsequent term including each term of his/her term in office.

SECTION 6.02
GENERAL MEMBERSHIP REQUIREMENTS
All members of SGA shall:

a. Have attended Wright State University main campus for at least one (1) full academic term (one semester) prior to their election, selection, or appointment.
   1. Freshmen Intern participants, the University College and School of Graduate Studies Senators are exempt from this requirement. (See election and appointment guidelines).

b. Be in good academic and judicial standing the term prior to their election or appointment and in every subsequent term in office.

c. Be enrolled in at least six (6) undergraduate credit hours or three (3) graduate credit hours during each term in office.

d. Volunteer, Intern, Associate, and Secretary positions shall be open to all students in good academic and judicial standing who meet the requirements posted in the released application for such positions, these requirements having been duly approved by the Executive Board.

e. Not simultaneously hold more than one (1) paid position within SGA.

f. Recognize that the general membership may be suspended by two-thirds (2/3) vote of those Senators present and eligible to vote.

SECTION 6.03
COMPENSATION

a. Members of the Cabinet and Senate may receive compensation in accordance with established university policies and procedures.

b. The President and Vice President, with advice and consent of the Student Government Advisor(s), or other appropriate university officials, may adjust compensation of appropriate members.

SECTION 6.04
DEFINITIONS

All membership criteria stated within article VI shall become effective immediately upon the election or appointment to an office within SGA.

a. Good Judicial Standing shall be verified by the Office of Community Standards and Student Conduct.

b. Good Academic Standing shall refer to any individual who currently maintains both cumulative and current GPA of 2.5 for Directors, Senators, and members of the Executive Board while Associates, Interns, and committee appointees shall maintain a cumulative GPA of 2.25.
   1. All Graduate Students regardless of their position in SGA must maintain both cumulative and current GPA of 3.0 or above.

ARTICLE VII – ELECTIONS AND APPOINTMENTS

SECTION 7.01
ELECTION PROCEDURES

All elections, nominations, and appointments shall follow the outlined procedures in Article VII of the Constitution and Articles XXI of the Bylaws of SGA.

SECTION 7.02
ELECTION OF PRESIDENT AND VICE PRESIDENT

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The positions of President and Vice President of SGA shall run as a slate and be elected by a plurality vote during each spring academic term. The term of the President and Vice President will be for one (1) academic year beginning on the first day of summer term.

SECTION 7.03
ELECTIONS OF SENATORS

Members of the Senate shall run individually and be elected by a plurality vote of their respective constituencies in accordance with all SGA election procedures and rules. The term of office for all Senators, except the University College and the School of Graduate Studies shall be for one (1) year beginning the first day of summer term. The Boonshoft School of Medicine, University College, and the School of Graduate Studies Senators’ terms of office will begin immediately after fall term appointments and last until the end of the spring term.

SECTION 7.04
NOMINATIONS AND APPOINTMENTS

All procedures for nominations and appointments shall comply with all SGA policies and procedures (see elections and appointment guidelines). SGA shall provide equal opportunity to any eligible student at Wright State University regardless of race, sex (including gender identity/expression), color, religion, ancestry, national origin, age, disability, genetic (DNA) information, veteran status, military status, or sexual orientation.

SECTION 7.05
CABINET AND EXECUTIVE BOARD, AND SENATE NOMINATIONS AND APPOINTMENTS

The procedure for Cabinet and Executive Board appointments, except for President and Vice President, shall be as follows: outgoing members of Student Government, the SGA Advisor (optional, non-voting), and the President and Vice President elect shall interview each candidate. All interviews must have a minimum of three (3) members present. No one who is not a member of Student Government as defined in Section 4.01 can participate in interviews for any position in SGA. All interviews shall be conducted in a consistent manner in order to maintain fairness. Each nomination for appointment shall be approved by majority vote of the Senate members who are present and eligible to vote.

SECTION 7.06
UNPAID POSITIONS

Intern, Associate, and Secretary positions in Student Government shall be created temporarily and filled on a needs-basis by recommendation of the member to whom such positions shall report and, except as provided in this Constitution, shall be discontinued at the end of each academic year. The needs-basis shall be adjudged by the Executive Board, who shall, in conjunction with the member to whom such positions shall report, write and publish a description of job duties for such positions. The Position shall be filled by the direct appointees of the President, not subject to confirmation by the Senate (except for those mentioned in this constitution).

SECTION 7.07
COMMITTEE NOMINATIONS AND APPOINTMENTS

The President and Vice President shall make all other appointments for any committee or position not specifically referred to within this constitution. Any appointment of committee members not already provided for in this constitution who shall serve at the discretion of the SGA President.

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SECTION 7.08
VACANT POSITION APPOINTMENT

The procedure for filling a position that is vacated during an active term or is unfilled at the start of the new academic year is as follows: The President shall notify the campus of the open position(s) and make an appropriate application available for each open position. Applications shall be available for no less than one (1) week. At the conclusion of the application process and in conjunction with the Cabinet, a person shall be nominated to fill the vacant position. The Senate must then confirm the nomination with a majority vote of those present and eligible at the meeting.

SECTION 7.09
ELECTION TIE

In the event of a tie during any election, a run-off will determine the winning candidate(s). A run-off will include the top two (2) candidates from the original ballot. In the case that a tie occurs between two (2) or more write in candidates, interviews will take place that are conducted under the same guidelines established in Section 7.05 to determine who will fill the vacant position.

ARTICLE VIII – OFFICER VACANCY AND REMOVAL

SECTION 8.01
PRESIDENTIAL VACANCY

If the President is unable or unwilling to serve his/her entire term, or is removed from office, the Vice President of SGA shall assume the duties. The Vice President shall have forty-eight (48) hours from the date that the vacancy is announced at a SGA meeting to accept or decline the position of SGA President. If the Vice President accepts the position, he/she will assume the duties immediately.

In the event that the Vice President agrees to be the permanent replacement and serve as the President, he/she shall forward the name of an acceptable candidate for the Vice President position at the next SGA meeting. Internal nominees are not required to complete an application process; however any external candidate shall be subject to the procedures outlined in Article VII, Section 7.08, concerning vacant positions. The Senate, by a majority vote of Senators present and eligible to vote, shall confirm or deny the nomination. If confirmed, the new Vice President will begin his/her term immediately. If denied, the new President shall continue to submit candidates until a candidate is confirmed.

If the Senate does not confirm a candidate submitted by the President after two (2) SGA meetings, a special election will be held to fill the position. Any special election for the position of Vice President must be completed by no later than ten (10) business days from the date the election is deemed necessary.

In the event the Vice President is unable to serve as the permanent replacement, he/she shall serve as the acting President until such time as a new President is appointed. If the Vice President does not choose to assume the responsibilities of the President, he/she will resume his/her Vice Presidential duties immediately following the installation of the President. The Chief of Staff shall have twenty-four (24) hours to accept or decline the position of President. If the Chief of Staff accepts the position, he/she shall go before the Senate for confirmation by a majority vote of senators present and eligible to vote.
In the event that the Chief of Staff declines the position of President, the Director of Internal Affairs shall have twenty-four (24) hours to accept or decline the position. If he/she accepts, the Director of Internal Affairs shall go before the Senate for confirmation by a majority vote of senators present and eligible to vote.

If neither position accepts the presidency, the Vice President, Chief of Staff, Director of Internal Affairs, and Chief Justice shall announce, at the next SGA meeting, the formation of a committee to find a replacement. Every effort shall be made to find an internal replacement, however the committee reserves the right to conduct an external search if deemed necessary. This committee must nominate a candidate and be approved by Senate within twenty (20) business days from when the President leaves office. Internal nominees are not required to complete an application process; however any external candidate shall be subject to the procedures outlined in Article VII, Section 7.08, concerning vacant positions. If no nomination is presented to the Senate by the following Student Government meeting, a special election will be held to fill the position. Any special election for the position of President must be completed by no later than fifteen (15) business days from the date the election is deemed necessary.

SECTION 8.02
VICE PRESIDENT VACANCY

If the Vice President is unable or unwilling to serve his/her entire term, or is removed from office, the President shall assume the duties. During this time, internal candidates are to be sought and given first consideration for the position. If no suitable internal candidate is presented, the procedures in Article VII Section 7.08, concerning vacant positions are to be followed. The Senate, by a majority vote of senators present and eligible to vote, shall confirm or deny the nomination. If confirmed, the new Vice President will begin his/her term immediately. If denied, the President shall continue to submit candidates until a candidate is confirmed.

SECTION 8.03
SENATE VACANCY

The President shall declare vacant any seat of the Senate for which that individual has three (3) or more unexcused absences from SGA meetings during any given academic term. The vacated position can only be reacquired by the incumbent senator receiving a two-thirds (2/3) affirmative vote of the entire Senate present and eligible to vote. Only the individual who served in the position declared vacant shall be permitted to be reinstated.

SECTION 8.04
EXECUTIVE BOARD AND CABINET VACANCY

The President shall declare vacant any seat of the Executive Board and Cabinet for which that individual has three (3) or more unexcused absences from a SGA meeting during any given academic semester. The vacated position can only be reacquired by the incumbent Executive Board or Cabinet member with approval of the President. Only the individual who served in the position declared vacant shall be permitted to be reinstated by receiving a two-thirds (2/3) affirmative vote of the entire Senate present and eligible to vote.

SECTION 8.05
JUDICIAL BRANCH VACANCY

If the Chief Justice is unable or unwilling to serve his/her entire term to the office, the Chief Policy Officer of SGA shall assume the duties. The Chief Policy Officer will have to accept or decline the offer in the following SGA meeting. If the Chief Policy Officer accepts the position, he/she shall immediately assumes
the duties of the Chief Justice until a suitable replacement is found or for maximum of three (3) SGA meetings, whichever is earlier.

In the event that Chief Policy Officer agrees to the permanent replacement and serves as the Chief Justice, they shall be confirmed by the Senate with a majority of the vote of those present and eligible. If approved, the Chief Justice shall forward the names of acceptable candidates to the position of Chief Policy Officer and the candidate is subject to the procedure as mentioned in section 7.08 of this constitution, unless it is an internal nomination. If the Senate denies the candidacy then the Chief Policy Officer shall continue to be as the interim Chief Justice until the time period as mentioned in this constitution.

In the event the Chief Policy Officer refuses or unable to assume the duties of the Chief Justice, the Chief of Staff shall assume the duties of the Chief Justice until a suitable replacement is found or for a maximum of three (3) SGA meetings.

SECTION 8.06
REMOVAL OF PRESIDENT OR VICE PRESIDENT FROM OFFICE

The Senate may remove the President or Vice President from their elected position by obtaining a three-fourths (3/4) affirmative vote of the entire Senate membership. To initiate the removal of the President or Vice President, one of the following processes must be followed:

a. A petition, stating the reasons for removal from office signed by at least two hundred (200) students or 10% of the students who voted in the most recent election for President and Vice President, whichever is greater.

b. A Senator who has submitted in writing, a resolution calling for the removal of the President or Vice President that includes a description of the rational for the removal from office.

SECTION 8.07
REMOVAL OF STUDENT GOVERNMENT MEMBER FROM OFFICE

The Executive Board may remove, if necessary, any member of SGA except the President and Vice President as the procedure for their removal is addressed in Section 8.06. Removal from any position shall require a three-fourths (3/4) affirmative vote by the Senate unless the reason for removal falls under the exceptions listed below in this section.

1. The protocol for the removal of a SGA member who is either elected or confirmed by the senate from office is as follows:

   a. Email and verbal recommendation from any member of the Executive Board to address the violation.

   b. If the violation continues, a written documented warning from the Executive Board will be issued as well as a meeting with the individual will be scheduled with a member of the Executive Board to discuss the issue.

   c. If the violation(s) continues after the first two (2) warnings the Executive Board can make a recommendation to the Senate to vote for the removal of that SGA member at the next meeting. If the decision is voted on by the Senate, a three-fourths (3/4) majority must vote in favor of the removal of that member for it to be official.

2. The protocol for the removal of a SGA member who is directly appointed by the President of the SGA from office is as follows:
a. The President can make a recommendation to the senate to vote for the removal of the SGA member at the next meeting. If the decision is voted on by the senate, a three-fourths (3/4) majority must vote in favor of the removal of that member for it to be official.

3. To initiate the removal of a SGA member by the Senate, the following process must be followed:
   a. A petition signed by at least twenty (20) students of his or her constituency stating the reasons for removal from office.
   b. A Senator who has submitted, in writing, a resolution describing the reasons for that officer’s removal from office.

4. Special situation exemptions for removal of SGA member for a violation of office protocol:
   a. Continual direct violation of the Standard Operating Procedures even after Executive Board intervention into the situation.
   b. Recommendation by faculty advisor (s) to remove a SGA member from office due to special circumstances.

SECTION 8.08
OFFICER RESIGNATION

Any Senator, Cabinet Member, Executive Board Member, Vice President or President of SGA may submit their resignation at any time to the Chief Justice in the form of a written letter or email.

SECTION 8.09
JUDICIAL BRANCH PROCESS REVIEW

The members of the Judicial Branch shall verify that all SGA procedures have been properly followed when the Executive Board or Senate has removed any person from office. If the Judicial Branch determines that proper procedures were not followed, the SGA member shall remain in office. New impeachment proceedings may only be initiated against the same individual a total of one (1) time in any given term. If the removal process is upheld, that official shall be required to leave office immediately.

ARTICLE IX – FINANCES

SECTION 9.01
EXPENDITURES AND DEPOSITS

All monies belonging to this organization shall be deposited and disbursed through a university account established for this organization. All funds must be deposited within one (1) business day after collection. The Advisor and Director of Internal Affairs must approve and sign each expenditure request before funds are allocated.

SECTION 9.02
BUDGETARY PROCESS

The President, in conjunction with the Director of Internal Affairs, shall create a Student Government budget for the fiscal year. The proposed budget shall be forwarded to the Senate for review and approval. The Senate will review the budget, and any recommendations for changes initiated by the Senate must be
completed and approved in advance of any request for funds made to the Student Organization Budget Committee (SOBC).

**ARTICLE X – MEETING PROCEDURES**

**SECTION 10.01**

**REQUIREMENTS**

a. Robert's Rules of Order Revised shall guide the proceedings of SGA meetings when not in conflict with any of the provisions of this Constitution and Bylaws.

b. Regular meetings of the Student Government will be held at least twice (2) per month during the regular academic year. Special meetings may be called by the President. Special meetings must be called when requested in writing by at least four (4) Senators. Notice of special meetings must be provided to all Senators and Cabinet Members at least forty-eight (48) hours prior to the meeting taking place.

c. Quorum must be present and shall be 50% + 1 of the current Senators who are eligible to vote in order to conduct official Student Government business.

**SECTION 10.02**

**STANDARD OPERATING PROCEDURES**

The SGA President, with input by the Executive Board and recommendations by the Senate, shall present a set of Standard Operating Procedures (SOPs) in addition to the SGA Bylaws in order to direct the conduct and environment of the office and personnel matters. These policies may be enacted at any time throughout the school year, with an initial set of SOPs presented at the first Student Government meeting of fall term. All Student Government members must adhere to these office polices and SOPs. Any provision of SOPs can be overturned with three-fourths (3/4) affirmative vote of the entire Senate present and eligible to vote.

**ARTICLE XI – RATIFICATION AND AMENDMENTS**

**SECTION 11.01**

Ratification of the SGA Constitution is accomplished by a three-fourths (3/4) affirmative vote of the Senate. This newly ratified Constitution takes effect immediately following the affirmative vote, unless specified to a later date.

**SECTION 11.02**

Approval of all amendments to the Constitution must originate in the Senate and pass the Senate by a two-thirds (2/3) vote of the entire senate for ratification. If the SGA President vetoes the amendment(s), then the Student Senate can override the measure with a three-fourths (3/4) vote of the entire Senate.

**SECTION 11.03**

Approval of all amendments to the Bylaws must be passed by the Senate with a majority vote of those present and voting. If the President vetoes the amendment(s), then the Senate can override the measure with a two-thirds (2/3) vote of the entire Senate.

**SECTION 11.04**

All previous constitutions are hereby null and void.
All amendments to the Constitution and Bylaws that are passed by the Senate are subject to the counsel and approval of the Vice President of Student Affairs or designee.

**Revised:** DECEMBER 5TH, 2017

**Approved SGA President:** DAVID BAUGHAM

**Approved Vice President for Student Affairs:** (Dr. Gary Dickstein)