

**CONSTITUTION OF THE
STUDENT GOVERNMENT ASSOCIATION
OF GANNON UNIVERSITY**

PREAMBLE

We, the full-time undergraduate students of Gannon University, serving as the official voice and administrative unit, desiring to advance the student intellectually, to augment his/her education, to foster a spirit of friendship and companionship among members of the student body, faculty, and administration, and so to do better in the name of this institution of higher learning, do establish this Constitution for the Student Government Association of Gannon University.

ARTICLE I- NAME

The name of this organization by the constitution shall be the Gannon University Student Government Association. This organization shall also be referred to, henceforth, by its initials, SGA. Its members shall be known as representatives or Executive Board Officers.

ARTICLE II- AUTHORITY

The Gannon University SGA shall endeavor to reflect and represent the full-time undergraduate student opinion of the Gannon University campus and to serve as the official voice and administrative unit of that undergraduate student body. SGA shall have general supervision over any and all student organizations, except APB, the University newspaper, the yearbook, and the on-campus radio station, and shall have the power to carry out duties where possible, to improve upon the educational, cultural and social lives of the Gannon Community. Furthermore, this body shall organize and coordinate effectively with faculty and administration in areas common in the entire University community.

ARTICLE III- EXECUTIVE BOARD

Section 1

The Executive Board shall consist of the following elected members:

1. The President
2. The Vice President of Academic Affairs
3. The Vice President of Clubs and Organizations
4. The Vice President of Public Relations
5. The Secretary
6. The Treasurer

The Executive Board shall also include the Parliamentarian, who shall be appointed by the SGA President, and the Vice President of Technology. Following an application process and review, the executive board will appoint the Vice President of Technology position. If the Vice President of Technology or Parliamentarian is selected from the SGA, the student forfeits the previous position.

Section 2

- A. The Executive Board, as the executive authority of the Gannon University SGA, shall oversee all student interests.
- B. The Executive Board shall plan the agenda for all SGA meetings. It shall follow the general outline as specified in the accepted rules of order.
- C. The Executive Board, by majority decision, shall have the right to veto any legislation passed by the SGA. If they do veto a motion, they must return that motion with their objections to the SGA by the next meeting. The SGA may, after considering the Executive Board's reasons for vetoing the bill, override the veto with a two-thirds (2/3) vote of all voting members, whether present or absent.
- D. The Executive Board shall carry out any additional duties designated in this Constitution, its by-laws and policy manual, and the SGA itself.

Section 3

- A. The President Shall:
 - 1. Submit legislative recommendations to the SGA and shall execute all approved legislation.
 - 2. Serve as the liaison between the students and the faculty and administration.
 - 3. Serve as a representative of the student body of Gannon University to Gannon Alumni and the general public.
 - 4. After a year's service submit an annual, written report as an evaluation of that year's work, to the SGA. The copies are to be distributed to each representative at the last meeting of the spring semester.
 - 5. Preside over all SGA and Executive board meetings and shall have full responsibility for the operation of the SGA between meetings.
 - 6. Represent the student body as a member of the following committees:
 - a. Board of Trustees
 - b. Board of Trustees' Student Development Subcommittee
 - c. Student Development
 - d. President's Council
 - 7. Appoint Parliamentarian from among the full-time, undergraduate student body. If the Parliamentarian is selected from the SGA, the student forfeits the previous position.
 - 8. Serve as the tie breaking vote in the SGA General Assembly meetings. In all other instances, the President will not have a vote in the SGA General Assembly meetings.
 - 9. Be limited to two full terms in office.

10. Manage and record all expenditures related to this office.
11. Be responsible for the orientation of his/her successor.

B. The Vice-President of Academic Affairs shall:

1. Endeavor to maintain and improve, where possible, the educational concerns of the student body.
2. Meet regularly with the University Provost/Vice President of Academic Affairs to remain informed on changes in academic policies and programs.
3. Assume the duties of the SGA President if the President cannot execute them for a designated period of time.
4. Represent the student body as a member of the Academic Affairs and the Student Conduct University Committees
5. Coordinate all SGA elections.
6. Appoint membership, coordinate, and supervise the standing University, SGA, Ad-hoc, and Task Force Committees as designated in the By-laws to the constitution.
7. Be responsible for the collection, compilation, and filing of all committee agendas, attendance, and minutes in the SGA office.
8. Be responsible for ensuring that committee chairperson's report to the General Assembly following their committee meeting.
9. Present a full report of the committee activities at each Executive Board Meeting.
10. Manage and record all expenditures related to this office.
11. Be responsible for the orientation of his/her successor.

C. The Vice President of Clubs and Organizations shall:

1. Serve as a liaison between SGA and all SGA recognized clubs and organizations.
2. Coordinate and encourage cooperation between clubs and SGA.
3. Serve as a liaison between SGA and the Student Organizations and Leadership Development (SOLD) Office.
 - a. Meet regularly with the Associate Director of the SOLD Office to remain informed on changes to University club and organization policies.
 - b. Work in conjunction with the SOLD Office to actively review and approve the planning of any and all SGA Leadership Development Program (LDP) events, speakers, and activities.
 - i. Shall approve and review any advertising media used to promote the program.
 - ii. Shall be responsible for reviewing LDP budget recommendations and allocations.
 - iii. Shall work to gain overall program endorsement from SGA.
4. Represent clubs and organizations as a non-voting member of the SGA Budget and Finance Committee: in the event of a tie, the Vice President of Clubs and Organization shall be the tie breaking vote.
5. Make club and organization funding request forms available and guide the clubs and organizations through the funding process.
6. Maintain regular communication with executive officers and advisors of all clubs and organizations.

7. Encourage and facilitate new clubs and organizations through the SGA recognition process.
8. Monitor and record all club and organization allotments in cooperation with the SGA Treasurer.
9. Monitor and coordinate all activities in the Leadership Lab.
10. Manage and record all expenditures related to this office.
11. Be responsible for the orientation of his/her successor.

D. The Vice President of Public Relations shall:

1. Be responsible for the promotion of a favorable public image of the SGA through campus radio, print media, and electronic media.
2. Assist the Elections Committee chairperson in all election publicity and assist the Vice President of Clubs and Organizations in communication to the clubs and organizations.
3. Be responsible for all SGA suggestion boxes, bulletin boards, and showcases.
4. Act as the liaison between SGA and the student media outlets on campus.
5. Maintain and fund the Publicity Room in conjunction with APB.
6. Be responsible for semi-annual SGA open houses, and socials with administration, faculty, staff, and students.
7. Serve as a motivator within the University.
8. Serve as the chairperson of the SGA Public Relations committee.
9. Manage and record all expenditures related to this office.
10. Be responsible for the orientation of his/her successor.

E. The Secretary shall:

1. Keep record of all SGA and Executive Board meetings and proceedings, prepare and distribute agenda and minutes prior to each meeting.
2. Be responsible for keeping attendance records and office hours, orienting SGA members to the SGA attendance policy in Article III of the by-laws to this Constitution, receiving written excuses for absences, notifying any SGA member who is in violation of the SGA attendance policy, and reporting him/her to the SGA Executive Board.
3. Keep a complete and accurate history of the SGA, its members and its advisors, which includes compiling the annual scrapbook and membership placard.
4. Coordinate and implement the SGA Summer Session meeting, fall and spring retreats, and winter and spring banquets.
5. Handle all correspondence on behalf of the SGA in matters of expressions of sympathy, congratulations, and thanks, as well as other general communications.
6. Manage and record all expenditures related to this office.
7. Check all mail and act as office manager.
8. Facilitate Representative of the Month awards and post the results.
9. Compile contact lists of all representatives and Executive Board Officers.
10. Be responsible for the orientation of his/her successor.

F. The Treasurer shall:

1. Serve in an advisory capacity to the SGA and to the Executive Board concerning SGA financial matters, and oversee the use of SGA funds.
2. Submit a budget proposal which reflects appropriate needs of the SGA Executive Board officers. This proposal must be approved by the Executive Board, the SGA members and the SGA Advisor.
3. Assist the SGA Executive Board officers in managing their budgets, as necessary.
4. Represent the student body as a member of the SGA Budget and Finance committee ~~in~~ by being responsible for guiding the committee and the SGA through the recommendation and allotment process, compiling and distributing all allotment packages, and awarding clubs and organizations the proper allotments.
5. Present monthly reports of the SGA financial standing to the Executive Board and the SGA.
6. Represent the student body as an ex-officio member of the University Budget and Planning Committee.
7. Manage and record all expenditures related to this office.
8. Be responsible for the orientation of his/her successor.

G. The Parliamentarian, as appointed by the President, shall:

1. See that all SGA and Executive Board meetings are run by the procedures described as generally accepted rules of order.
2. Have the power of final recommendation of this Constitution and the by-laws to this Constitution per Parliamentary Authority (Article IX).
3. Be responsible for orienting SGA Members to the generally accepted rules of order.
4. In the event that the seat becomes vacant it will be at the discretion of the President to appoint a temporary Parliamentarian from among the SGA until a permanent Parliamentarian is chosen.
5. The Parliamentarian will not have a vote in the General Assembly meetings.
6. Manage and record all expenditures related to this office.
7. Be responsible for the orientation of his/her successor.

H. The Vice President of Technology, as appointed executively upon application review, shall:

1. Manage and update the SGA website.
2. Serve as SGA ANGEL administrator.
3. Assist with the process of on-line elections.
4. Serve as student chairperson for the Teaching and Learning Technology Roundtable Committee as well as the Technology Advisory Committee.
5. Serve as the liaison between the students and the ITS department.
6. Keep the student body informed of upcoming technological advancements on campus.
7. Organize a technology buffet.
8. Investigate new technologies and make recommendations for implementation.
9. Manage and record all expenditures related to this office.
10. Be responsible for the orientation of his/her successor.

ARTICLE IV- REPRESENTATION

Section 1

SGA Representative membership shall consist of nine (9) representatives from each class, to be elected by plurality vote, and one of these individuals will be designated class chairperson. In the event of a tie in the representative elections in regards to the final representative seat, another election will be held for only those candidates who received the same number of votes.

The appointment of class chairperson is done by winning an election by plurality, within their respective class among the elected class representatives. In the event of a tie in the election of the class chairperson, the fact of the tie and the results will not be disclosed to the candidates or class representatives. The Vice President of Academic Affairs will break the tie. This appointment must take place prior to the next scheduled general SGA meeting. In the event the position of chairperson becomes vacant another election (following the above stated guidelines of a class chairperson election) among their respected class representatives will be held immediately.

Section 2

The class chairpersons shall:

1. Coordinate and preside over class meetings and appoint a representative within the class to record accurate minutes during class meetings.
2. Keep a full and accurate account of work done by the class so as to compile an annual report of the class's activity throughout the academic year.
3. Report to the SGA at General Assembly meetings on the work done by the class.

Section 3

The class representatives as well as class chairpersons shall:

1. Represent his/her class on issues presented to the SGA.
2. Serve on University and SGA standing committees and attend all said meetings.
3. Participate in the planning and implementation of SGA sponsored events.
4. Serve a minimum of two (2) productive hours per week in the SGA office to assist in the SGA daily operations requested by the Executive Board or committee chairpersons.

Section 4

In addition to class representatives there shall be Functional Representatives. Functional representatives, who are to augment the traditional class representation, are to represent a key constituency. A key constituency is a specific population whose input is vital to a balanced representation of the student Constituency.

- A. Potential functional representatives may petition the SGA at any time during the academic year for one functional representative seat on SGA by approaching the SGA president to be placed on the agenda of a SGA General Assembly meeting.
- B. The SGA Voting body may add or remove a functional representative position through a two-thirds majority vote.
- C. If a vacancy develops in a functional representative position, the sponsoring body must elect a new representative within four weeks or the body forfeits the seat.

Section 5

The SGA will be responsible to nominate three (3) students to the Dean of Student Development for approval to serve as non-voting resource persons for the Board of Trustees Student Development Subcommittee. These students will attend meetings and participate in discussions to give the students' perspective on various issues. Students will be appointed based on their involvement in Commuter Life, Greek/Clubs and Organizations, Minority Cultures United, Campus Ministry, and Residence Life in an effort to reflect opinions of the whole student body.

ARTICLE V- ELECTIONS

Section 1

Every SGA Executive Board and Representative candidate must be a full-time Gannon University undergraduate student and must comply with the methods established in this constitution, its by-laws and election rules.

Section 2

- A. To be a nominee for an Executive Board office, a student must submit a petition of one hundred fifty (150) signatures of full-time undergraduate Gannon students to the SGA Election Committee Chairperson before the established deadline.
- B. The Executive Board Officers shall be elected by plurality vote in a secret ballot general election of the full-time undergraduate Gannon student body.
- C. A vacant SGA Executive Board office shall be filled by a secret ballot general election, to be held within three (3) weeks [fifteen (15) academic days] of the vacancy. Nominations will be open to all full-time undergraduate Gannon students. Unless the nominee has completed the appropriate nomination petition during the same academic year, a nominee must submit an appropriate petition.
- D. All nominees must have at least second semester freshman status. Nominees and appointed positions for an SGA Executive Board offices must currently have a cumulative grade point average (GPA) of at least a 2.5 as of the previous semester. No candidate may be on academic probation, according to University standards.

Executive Board members must maintain at least a 2.5 cumulative GPA during their official elected term.

Section 3

- A. To become a nominee for SGA representative elections, a student must submit a petition of seventy-five (75) signatures of full-time undergraduate Gannon students of his/her respective class to the SGA Election Committee Chairperson before the established deadline. A completed petition will be valid for the entire semester in which it was issued with no bearing on the number of positions that become vacant during that semester.
- B. The SGA class representatives shall be elected by plurality vote in a secret ballot general election of the full-time students of the respective classes.
- C. There must be at least one day between the last day of elections and the day of induction in which a recall petition may be filed. See By-Laws Article II for more details.
- D. A vacant SGA Class Representative position shall be filled by a secret ballot plurality in-house election of the respective SGA class representatives. Nominations will be open to all full-time Gannon students of the respective class. To be nominated the student must meet the criteria in the above subheading A. Petitions will only be accepted from candidates on or before the deadline as set forth by the respective Class Chairperson. No petitions will be accepted for that particular in-house election after that deadline. If further position(s) exist, another in-house election will be held. This election and this deadline will be set and supervised by the Election Chairperson. All representatives of the class holding the election and the Vice President of Academic Affairs must be present for a vote to occur. In the event of a tie, the fact of a tie and the results will not be disclosed to the candidates or the class representatives. The Vice President of Academic Affairs will break the tie.
- E. All nominees for SGA Representative positions must have a cumulative GPA of at least a 2.25. Representatives must maintain at least a 2.25 cumulative GPA during their elected term.
- F. The Election Committee shall determine the class rank of all SGA Representative nominees and voters according to the number of credits earned by the student at the beginning of the academic year during which the representatives will serve.

Section 4

Installation of the SGA Executive Board Officers and Representatives shall be held at first scheduled SGA event or General Assembly meeting subsequent to elections during which the newly elected Officers and Representatives shall officially assume the responsibilities of the respective offices. During the orientation period occurring between the election and installation, each current SGA Executive Board Officer must orient the

respective Officer-elect. All newly elected SGA members must attend all SGA meetings as observers.

Section 5

The SGA Freshman Class Representative elections shall be held no later than four (4) weeks after the beginning of the fall semester. The dates and times of the elections are to be determined by the SGA Election Committee Chairperson, and approved by the SGA Executive Board. The Nomination requirements and election procedures outlined in Article V, Section 3 of this Constitution shall be followed for these elections.

Section 6

Functional Representatives should be selected by their respective organizations in the proximal time period of SGA representative elections. The Vice President of Academic Affairs will notify the necessary contact within each organization as to the exact date for that particular Spring semester.

ARTICLE VI- IMPEACHMENT

Section 1

A formal written complaint may be submitted by a member of the General Assembly to the Executive Board outlining the grounds for impeachment of a representative or Executive Board officer on grounds of malfeasance and/or nonfeasance.

Section 2

In a case where the complaint is in regards to a representative, the Executive Board will review the complaint to determine if further steps need to be taken. If the Executive Board determines that the complaint is well grounded, it may bring the matter up before the General Assembly.

In a case where the complaint is in regards to an Executive Board officer, a special ad hoc committee, consisting of one member from each class and a functional representative, will review the complaint to determine if further steps need to be taken. If the committee determines that the complaint is well grounded, it may bring the matter up before the General Assembly.

Section 3

If a representative determines that the Executive Board or ad hoc committee did not handle the complaint properly, he or she may with a two-thirds (2/3) vote of the General Assembly bring the complaint up for consideration of impeachment.

Section 4

A two-thirds (2/3) vote of the General Assembly or a petition of the student body equaling fifty-one percent (51%) of the total votes cast during the previous election may initiate impeachment proceedings against either an Executive Board officer or a representative on grounds of malfeasance and/or nonfeasance.

Section 5

No sooner than one (1) week after the impeachment proceedings are initiated, the President or Vice President of Academic Affairs, accordingly, will read the formal charge(s) against the representative or Executive Board officer. At that time, the individual in question will have the opportunity to provide a rebuttal to each of the charges. Following the rebuttal, the President or Vice President of Academic Affairs, accordingly, will dismiss the representative or Executive Board officer from the meeting. An open discussion in regards to the validity of the charge(s) will ensue. After discussion a two-thirds (2/3) vote of the General Assembly in attendance shall be required to convict.

Section 6

Should a person be convicted, the individual will immediately be removed from that office for the rest of the term. It is at the discretion of the SGA General Assembly with the recommendation from the Election Committee whether the individual(s) be permanently barred from running for an SGA position in the future. Such a decision would require a two-thirds (2/3) vote of the General Assembly.

Section 7

During the fore mentioned procedures, listed in Sections 1, 2, 3, 4, 5, and 6, all veto rights of the Executive Board (Article III, Section 2C) are to be temporarily suspended.

ARTICLE VII- SUMMER SESSION

Section 1

The SGA General Assembly shall convene a minimum of one (1) time following the conclusion of the Spring semester each year to approve the suggested SGA budget, proposed by the SGA Treasurer. For this meeting, regular quorum rules will be suspended.

Quorum shall constitute the President, Vice President of Academic Affairs, Treasurer, and four (4) representatives, which must include at least one (1) representative from the senior, junior, and sophomore class in order to ensure proper representation.

ARTICLE VIII- REFERENDUM

The SGA, by majority vote or by the petition of ten (10) percent of the full-time undergraduate student body, may submit a proposal to the SGA Secretary on any issue for a vote of the student body. The referendum shall be held no later than ten (10) academic days after the demand is received. A majority vote by the voting full time undergraduate students shall be sufficient to pass the referendum.

ARTICLE IX- PARLIAMENTARY AUTHORITY

The rules in Robert's Rules of Order Newly Revised shall govern the Gannon University Student Government Association in all cases to which they are applicable and consistent with this constitution and its by-laws.

ARTICLE X- CONSTITUTIONAL AMENDMENTS

Amendments to this constitution and its by-laws must be submitted in writing by an SGA member or a member of the full time undergraduate student body. Amendments may be proposed at any regular SGA General Assembly meeting. Proposed amendments must be postponed to a definite time and will be considered at the first regular SGA General Assembly meeting following the proposal.

ARTICLE XI- RATIFICATION OF THE CONSTITUTION

The ratification by majority of the SGA and approval by the Gannon University Student Development Committee shall be sufficient to establish this as the Constitution of the Gannon University Student Government Association.

ARTICLE XII- ACTIVITIES PROGRAMMING BOARD

Section 1

The Activities Programming Board (APB) shall be responsible for the planning, implementing, and programming of the social and cultural events for the Gannon community. The APB will report directly to the Director of Student Organizations and Leadership Development.

Section 2

The Student Activities fee shall be split between the APB and SGA by a set percentage.

A. The set percentage shall remain unchanged through fiscal years unless the Director of Student Organizations and Leadership Development, President of APB, and Treasurer of SGA agree that there needs to be an increase of fee or change of percentage in the fee split. The percentage is currently 63% to the APB and 37% to the SGA.

- B. The recommendation of the above individuals must then be approved by the Activities Programming Board and passed by a two-thirds majority of the Student Government Association.

ARTICLE XIII – BUDGET AND EXPENDITURES

Section 1

- A. The Treasurer will oversee all expenditures of all budget categories.
- B. All monetary reallocations must be approved by a majority vote of the General Assembly.
- C. In the event that an unbudgeted expenditure arises during the time between General Assembly meetings, it is at the discretion of the Treasurer to approve the expenditure without General Assembly approval. When the Treasurer approves the expenditure, it is his/her duty to clarify the expenditure at the next General Assembly meeting.

Section 2

- A. Each Executive Board member shall have discretion over his/her respective budget and may use his/her budget without a General Assembly vote.
- B. Individuals/groups must request discretion over specified categories of the budget. Once the request is approved by a majority vote of the General Assembly, expenditures within that budget category do not need to be voted upon.
- C. The individual/group will be responsible for keeping the General Assembly aware of their expenditures.

**THE BY-LAWS TO THE CONSTITUTION OF THE
GANNON UNIVERSITY STUDENT GOVERNMENT ASSOCIATION**

ARTICLE I QUORUM

The SGA shall establish official quorum as two-thirds (2/3) of all voting members.

ARTICLE II RECALL

Section 1

The election of any SGA member may be recalled in the same manner in which they were elected. The election of an Executive Board Officer would be recalled by the general student body. The election of a class representative would be recalled by the respective class.

Section 2

A recall petition must be signed by the number of students equal to fifty-one percent (51%) of the total votes cast for that office. Each petition shall deal directly with one and only one office. The recall petition shall be filed with the VP of Academic Affairs in enough time to allow recall procedures to occur before the inauguration of the newly elected officer or representative. There must be at least one day between the last day of elections and the day of induction in which a recall petition may be filed. If the petition is not filed by this time, induction procedures will be carried through. Upon receipt of the properly completed petition, the SGA Elections Committee shall review the petition and present a recommendation to the SGA body. The SGA body will vote on whether or not to accept the petition for recall. If the petition is accepted, the newly elected officer will not be inducted and a new election will be held to refill the office.

Article III ABSENCES

Section 1

If a member of Student Government Association has two unexcused absences from General Assembly meetings per semester, he or she will be removed from office.

Section 2

If a representative comes more than ten minutes late or leaves prior to the conclusion of the General Assembly meeting, it shall count against the individual as the equivalent of missing one half of a General Assembly meeting.

Section 3

If a member accumulates two weeks of unexcused office hours, the Executive Board will consider such an act as the equivalent of one missed General Assembly meeting.

Section 4

Absences from the summer meeting of the SGA General Assembly will be counted against the fall semester attendance.

Section 5

If a member misses fifty percent (50%) or more of the regularly scheduled General Assembly meetings during the semester, whether the excuses be valid or invalid, the member will automatically be removed.

Section 6

- A. If a member has one unexcused General Assembly meeting or its equivalent, the member will be notified in writing and warned of potential removal from office. If a member fails to fulfill the next two weeks worth of office hours, or an additional General Assembly meeting, he or she will be given a letter by the Secretary of the Student Government Association notifying him or her of removal from office. This letter shall be submitted to the individual no later than the following General Assembly meeting.
- B. The member will be granted a chance to defend and explain as to his or her absence at the following General Assembly meeting. The General Assembly can then, with a two-thirds (2/3) vote, permit the individual to remain on the Student Government Association with half of his or her absences excused (one missed meeting or two weeks of office hours). If the member fails to attend this meeting, without a valid excuse, he or she forfeits the right to appeal the decision and shall be removed from office.

Section 7

- A. All excuses are to be submitted twenty-four (24) hours in advance to the Secretary of the Student Government Association.
- B. The following excuses are to be determined valid:
 - 1. Irregularly scheduled athletic events in which an individual is an athlete, not to exceed missing two General Assembly meetings.
 - 2. Irregular academic obligations, not to exceed missing two General Assembly meetings
 - 3. Illness
 - a. Excuses regarding illness may be submitted within forty-eight (48) hours after the General Assembly meeting.
 - b. At the discretion of the Executive Board, all excuses referring to illness may be reviewed if judged to be an excessive amount.
 - 4. Funeral
 - a. Excuses regarding funerals may be submitted to the Secretary within one week of the funeral services.

C. The following excuses are determined invalid:

1. Athletic practices
2. Athletic intramurals
3. Classes

D. The Executive Board shall review all employment related excuses and any situations not listed above. The ruling of the Executive Board shall be communicated to the individual in question prior to the meeting.

E. The Executive Board reserves the right to review any and all excuses.

Section 8

Committee meeting attendance is not a part of the regular attendance policy; however, it is subject to impeachment procedures outlined in Article VI of the Student Government Constitution.

Section 9

If a particular functional representative fails to be inducted by the second General Assembly meeting of a given semester, then the organization has lost the privilege of having a representative seat on the SGA for that semester. In order to regain the SGA seat, the organization must re-petition the General Assembly at the first meeting of the following semester.

ARTICLE IV COMMITTEE STRUCTURES

Section 1

The SGA Executive board shall have the power to delegate duties and responsibilities to any of its student committees.

- A. Appointment to committees will be carried out by the SGA Vice President of Academic Affairs.
- B. Any SGA member may be placed on standing committees. Other seats are open to any member of the full time under graduate student body, with the approval of the SGA Vice-president of Academic Affairs and the SGA President.
- C. Committee appointments shall be made after spring elections and by the first SGA General Assembly meeting of the fall semester.
- D. The SGA shall be responsible for the preparation and maintenance of the SGA Standing Committees, as provided for in the by-laws of this Constitution, and must vote on all Executive Board recommendation to these Committees

Section 2

The SGA shall have the following standing committees:

1. Election Committee – shall be chaired by the Vice President of Academic Affairs and all graduating Senior Class Representatives shall have a seat on this committee. This committee is responsible for the preparation, organization, and implementation of SGA elections. If the Vice-president of Academic Affairs is unable to fulfill this duty, the SGA President shall appoint a chairperson.
2. Budget and Finance Committee- shall be chaired by the Treasurer; the Vice President of Clubs and Organization and the Chairperson of each class shall have a seat on this committee. This committee shall oversee SGA financial expenditures and procedures, and shall make recommendations to the SGA. Each spring, it shall also have the responsibility to act regarding to financial matters concerning club and organization.
3. Constitutional Revision Committee- shall be co-chaired by Vice President of Academic Affairs and the Parliamentarian. It shall meet to discuss any proposal set forth by the students or the SGA to revise the Constitution and /or its by-laws and shall make recommendations to the SGA. It shall also meet once in the Fall semester to read and understand the Constitution and its bylaws.

ARTICLE V ORGANIZATIONAL RECOGNITION AND FUNDING

Students may form any club or organization they desire. Such groups may apply for approval from SGA. SGA may not grant approval until University recognition is granted to a club or organization. Recognized organizations may request funding from SGA according to the guidelines outlined in the SGA policy manual.

ARTICLE VII INDUCTION

Section 1

Induction will occur for all members of the general assembly and Executive board using the following format: “I (state your name) swear to uphold the Student Government constitution and the ideals for which it stands in the position of _____.”

Section 2

Induction of all new members to the Student Government Association will occur at the annual spring banquet following the March/April elections or at the first general meeting following the fall meetings.

Approved:

By Student Government Association 4/02/09

By Student Development Committee 4/30/09

For University Policy Manual: 7/18/09