

***The Student Government Association***  
**CONSTITUTION**  
*as amended Spring 2011*

***Preamble***

*We, the students of Cameron University, in order to form a democratic, efficient and responsible Student Government to represent, lead and unify the student body, to decide and recommend for the students upon any matter involving the student interests, to promote common understanding between students, faculty, and administration, while protecting the individual rights of students, do hereby establish and adopt this Constitution for the Cameron University Student Government Association.*

**Article I – Name**

The name of the organization shall be Student Government Association.

**Article II – Purpose**

1. To serve as the student government Vehicle.
2. To represent, lead, and unify the student body.
3. To aid the university in its larger purpose of education.
4. To make recommendations to the administration of the University concerning student issues and concerns.
5. To act as a means of preserving and attain the well-being of the university community.
6. To encourage enthusiastic school support.

**Article III – Organization**

The Student Government Association shall consist of elected Senators, Representatives designated by recognized student organizations, the Executive Council, and Constitutional Committees.

***Section 1- Elected Senators and Organizational Representation***

a. *Elected Senators*

- i. There shall be eight (8) elected senators from each of the University's schools and official branch campuses. Each classification shall have two senatorial positions. There shall be six (6) elected senators from the school of Graduate studies: two students pursuing a Master's of Business Administration degree, two students pursuing a Master's of Science in Behavioral Science degree, and two students pursuing either a Master's of Arts in Teaching or Master's of Education degree. There shall be four Senators At-Large which will be comprised only of students listed as

undecided majors. Each School Senator must be a full-time student, maintain a 2.00 Grade point average or above, and must be in good standing with the university. To qualify to run for a senatorial position the student must be seeking a major from within the school, or in the case of the At-Large Senators, must be listed as an undecided major. For the branch campus senators, each individual can be of any major, but must attend that branch campus for a minimum of six (6) credit hours. All Senator Elections will be held by general election in the spring semester with the exception of freshman elections. They will be held in the fall semester. Special Election may be called at the discretion of the President of Student Government.

b. *Organizational Representation*

- i. Each university recognized organization may file for participation in the Student Government Association. Organizations gaining new accreditation may file for participation anytime during their first academic year. Previously established organizations that do not file at the time of organization registration or do not have an active designated representative at that time will not be eligible for travel monies. Each university recognized that has filed is entitled to one representative in the Student Government Association. Organizational Representatives may be part-time students.

***Section 2 – Elected Officers***

- a. The elected officers shall consist of the President, Vice President, and Treasurer.
- b. Each office shall be elected by a means of campus-wide election held in the spring semester.
- c. All officers have to be enrolled as a full-time student while being in office.
- d. Vice President and Treasurer shall be full-time sophomore or above or graduate student and must maintain a 2.5 grade point average or greater and be in good standing with the University.
- e. The President must be at least a junior or graduate student and must maintain a 2.75 grade point average or above, and must be in good standing with the University. All elected officers must meet the classification requirements by September 1 of the year they serve.
- f. Be in SGA for at least one academic semester.
- g. The Vice President shall assume all responsibilities of the President if the office of the President is vacated.
- h. If the Vice President or Treasurer resigns before the first Tuesday in September of the school year in which he/she is to serve, a campus wide election will take place the second Tuesday and Wednesday of September.
- i. If the Vice President or Treasurer resigns after the first Tuesday in September of the school year in which he/she is to serve, the SGA senate will be notified at the next regularly scheduled meeting.

- j. Upon the early withdrawal of an elected position,
  - ii. An official Letter of Resignation shall be forwarded to the entire SGA, and to the President of the University.
  - iii. A farewell address is to be held during an SGA meeting, explaining why the officer is leaving before the end of term and final thoughts before officially resigning.
  - iv. The voting privileges of the departing officer shall be revoked during this meeting.
  - v. Privileges may be reinstated if motioned and approved by majority vote.
  - vi. There may also be time for questioning the departing officer if motioned and approved by majority vote.
  - vii. If the President is resigning, the Vice President is to preside over the entire meeting without exception.
  - viii. The full repayment of their awarded stipend.
  - ix. Terms of repayment shall be determined by the current advisor of the organization.
- k. Special conditions shall be granted by the Supreme Court. Pending approval, the stipend may be retained
- l. Any SGA senate member will at that time be given one week to express an interest for the vacant position by signing up or nominating another individual in the Student Government office.
- m. Any nominated individual will be notified in time to accept the nomination.
- n. After one week, (upon the next regularly scheduled SGA meeting), the candidates will be voted upon by the SGA senate.

### ***Section 3 – Appointed Officers***

- a. Appointed officers shall include, but not be limited to, the secretary, the parliamentarian, and the sergeant at arms.
- b. Other positions shall be appointed as deemed necessary by the President, such as public information officer, historian, or conference coordinator.
- c. Appointed and Executive Council members must maintain a 2.00 grade point average or higher, and must be in good standing with the university.
- d. All appointed officers, except the secretary, require a majority approval of the Senate members voting.

### ***Section 4 – Executive Council***

- a. The Executive Council shall consist of all elected officers and committee chairs.
- b. Other officers appointed by the President shall also be members of the Executive Council.
- c. The Executive Council shall act in the absence of the Senate and shall approve or disapprove all actions by the President with the exception of the bylaws.

### ***Section 5 – Committees***

- a. There shall be two (4) constitutional committees - Finance Committee, Election Committee, Legislative Committee, and Public Relations Committee

- b. Ad hoc committees may be created at the discretion of the President to address issues or concerns as they arise.
- c. Members of committees must receive approval by a majority vote of the SGA members voting.

### ***Section 6 – Advisors***

- a. The administrative Advisor shall be appointed to the SGA by the Vice-President for Student Services. The Administration Advisor shall:
  - 1. Serve as approving authority for SGA operations.
  - 2. Serve as a liaison with University Administration.
  - 3. Forward all actions of SGA through University channels.
  - 4. Supervise all functions of SGA.
  - 5. Attend all SGA meetings.
  
- b. One Faculty advisor shall be selected by the SGA. The Faculty Advisor shall:
  - 1. Serve as a liaison to faculty council.
  - 2. Act as a consultant to the SGA body.
  - 3. Assist in supervising SGA activities.
  - 4. Be confirmed by majority of SGA members present.
  - 5. Attend all SGA meetings.

## **Article IV – Powers and Duties**

### ***Section 1 – The President***

- a. The President shall:
  - 1. Preside over meetings with the option of appointing a Speaker of the Senate.
  - 2. Appoint members of committees with a majority approval of members voting being required for committees
  - 3. Be an ex officio member of all committees with a majority approval of a speaker of the Senate, the President shall be an ex officio member of the Senate.
  - 4. Appoint students to all University committees by June 1 each year.
  - 5. Be the official representative of the SGA at all times when the Senate is not available for a decision.
  - 6. Have two weeks to veto an issue passed by the Senate. The Senate can override the veto by a two-thirds vote during the next two consecutive Senate meetings.
  - 7. Have the ability to call special meetings.
  - 8. Review and recommend all budgets submitted by the Finance Committees.
  - 9. Vote only in the case of a tie.
  - 10. Be responsible for attending meetings under the same rules as the other elected representatives.
  - 11. Be in good standing with the SGA for at least one academic year.
  - 12. Cannot have been removed from the SGA roll during the previous academic year.

## ***Section 2 – Vice President***

- a. The Vice President shall:
  1. Perform duties of President, if the President is not available to serve.
  2. Be a voting member of the SGA.
  3. Maintain a calendar of all SGA meetings, committee meetings and events.
  4. Be responsible for attending meetings under the same rules as the other elected representatives.
  5. Chair Senate meetings in the absence of the President of Speaker of the Senate.
  6. Assume all responsibilities as delegated by the president of the SGA.
  7. Be in good standing with the SGA for at least one academic year.
  8. Shall assume all responsibilities of the President if the office of the President is vacated.
  9. Cannot have been removed from the SGA roll during the previous academic year.

## ***Section 3 – Treasurer***

- a. The Treasurer shall:
  1. Keep all financial records of the SGA.
  2. Submit in writing to the SGA at the first meeting of each month an itemized statement of funds spent, funds appropriated, and funds remaining.
  3. Cooperate with the appropriate administrators in the achievement of the Treasurer's duties.
  4. Be a nonvoting member of the SGA.
  5. Chair of the Finance Committee, but votes only in the case of a tie.
  6. Be responsible for attending meetings under the same rules as other elected representatives.
  7. Cannot have been removed from the SGA roll during the previous academic year.

## ***Section 4 – Secretary***

- a. The Secretary shall:
  1. Keep all records of the SGA except those of finances.
  2. Maintain a record of all proceedings and make copies for members of the SGA and its advisors.
  3. Receive and send all official correspondence of the SGA.
  4. Keep attendance records at all official SGA meetings.
  5. Be a nonvoting member of the SGA.
  6. Be responsible for attending meeting under the same rules as the other elected representatives.
  7. Be responsible for taking the records to the archive librarian at Cameron University at the end of the spring semester.

## ***Section 5 – Parliamentarian***

- a. The Parliamentarian shall:
  1. Oversee all SGA proceedings in accordance with the parliamentary procedures set forth in the bylaws.

2. Assist the President or Speakers of the Senate in keeping order.
3. Receive majority approval of the Senate members voting.
4. Be a nonvoting member of the SGA.
5. Be responsible for attending meetings under the same rules as the other elected representatives.

***Section 6 – Sergeant at Arms***

- a. The Sergeant at Arms shall:
  1. Maintain the order of the SGA bookshelf
  2. Given any other tasks which the executive officers deem necessary for maintaining the order of the SGA meetings

***Section 7 – Senators and Representatives***

- a. Senators and Representatives shall:
  1. Uphold this Constitution, its bylaws, and all other laws and regulations passed under its direction.
  2. Perform duties delegated to them by SGA and keep SGA informed of the opinions of their constituents.
  3. Create and write legislation pertinent to issues that concern the student body.
  4. Serve as a liaison between their respective schools or organizations and the SGA.
  5. Be voting members of the SGA.
  6. The SGA body shall hold the Executive Council responsible for actions taken in their absence.

***Section 8 – Speaker of the Senate (at the discretion of the President)***

- a. The Speaker of the Senate shall:
  1. Require two-thirds approval of members present.
  2. Upon approval, preside over SGA meetings for the academic year.
  3. May be removed by a two-thirds approval of members voting.
  4. Be a nonvoting member of the SGA.

**Article V – Meetings**

- a. The Student Senate shall meet every week at a time and place as specified by President of the SGA (or as specified in the bylaws).
- b. Special meetings may be called as deemed necessary by the President or by majority of the members.
  1. Previous notice to all members must be attempted.
  2. Quorum must be present to conduct official business.
- c. All meetings shall be open.
- d. A quorum of fifty (50) percent, plus one, of the voting membership must be present to transact business.

**Article VI – Legislation**

- a. All legislation shall originate in the Cameron SGA, receive a ruling from the Legislative Committee, and be passed by the Senate and Representatives of the SGA body.

1. Upon its passage, all legislation must be signed on behalf of the Senate by the presiding officer at the time.
2. The signing of the legislation shall be verified by the acting secretary by signature.
- b. Legislation having received the required vote for passage through the Senate of SGA shall be submitted to the President of SGA for approval or veto. Failure or refusal on the part of the President to sign a piece of legislation within two weeks of its passage through the Senate shall constitute a veto.
- c. Should the President veto a piece of legislation, the Senate shall have two consecutive meetings in which to consider an override of the veto.
  1. The first meeting after the announcement of the veto shall be considered the first consecutive meeting.
  2. It shall take a two-thirds vote of the Senate to override a veto.
- d. Once legislation is approved by the SGA President, or should the Senate override a Presidential veto, the legislation shall be enacted and forwarded to the SGA Administrative Advisor for approval.
- e. All officers shall be required to follow up on all legislation passed.

## **Article VII – Committees: Powers and Duties**

### ***Section 1- Constitutional Committees***

- a. The SGA shall have four (4) constitutional committees - the Finance Committee, Election Committee, Legislative Committee, and the Public Relations Committee
  1. The Finance Committee:
    - i. Consists of seven (7) members.
    - ii. Shall be chaired by the SGA Treasurer.
    - iii. Shall form all budgets for the SGA and present to the SGA President for review and recommendations.
    - iv. Student Government Operating Budget
    - v. The Treasurer shall present the budget to the Senate for approval. Once approved, any deviation or reallocation shall be approved by the Senate.
    - vi. On approval, the SGA budget will be forwarded through appropriate administrative channels for final approval.
  2. Election Committee:
    - i. Shall be chaired by the Vice President or, if not available, by a member of the committee, who shall be voted on by committee members.
    - ii. Shall facilitate and regulate all campus wide elections, whether set elections or special elections.
  3. Legislative Committee:
    - i. Shall be chaired by the Vice-President or an appointed official by the President of SGA.
    - ii. Shall consist of at least seven (7) members.
    - iii. All legislation must be presented to the Legislative Committee a week before being presented to the senate floor, and then receive a ruling of either “due pass,” “due fail,” or “postpone.”

- iv. The Legislative Committee must present a copy of all legislation to the President of SGA and the Student Activities Director a week prior to presentation to Senate Floor.
- 4. Public Relations Committee
  - i. The committee chair cannot be the chair of another committee
  - ii. Shall be responsible for contacting media.
  - iii. Shall be a point of contact for publicity information.
  - iv. Shall relay any necessary information to the webmaster of the CUSGA
  - v. Shall maintain and distribute a bi-weekly newsletter stating the plans, current legislation, and past legislations to be given on campus.
  - vi. Shall have a set weekly meeting time.
  - vii. Must request funding.
- 5. Members of all constitutional committees shall receive a majority approval by the SGA.

### ***Section 2 – Ad Hoc Committees***

- a. The President may initiate committees to review issues or concerns at the President's discretion.
- b. Members will require majority approval of the Senate.
- c. Senators may form ad hoc committees as designated by the accepted parliamentary procedures.

## **Article VIII – The Court**

- a. The Court shall hear and decide questions of SGA constitutional meaning initiated by any SGA member or student of Cameron University.
- b. The Chief Justice presides over all meetings of the Court and votes on all cases heard by the Court.
- c. Members in the court
  - 1. The Court shall consist of no more than seven (7) Justices, to include a Chief Justice.
  - 2. All Justices shall be appointed by the President of SGA, with approval of two-thirds of the senators voting.
  - 3. All Justices must abide by all other policies and regulations enacted by the Senate and the University.
- d. Chief Justice must have served on the Supreme Court for at least one academic year before serving as Chief Justice, unless Court Justices are not available.
- e. No person may maintain dual membership in the SGA.
- f. Vacancies in the Court shall be filled by appointment by the President, subject to a vote of two-thirds of the Senate voting.
- g. The Court shall exercise those powers duly delegated to it by the Senate.
- h. Justices shall be removed from their positions by the President of SGA, with approval of the body if they fail to meet attendance requirements set by the Court.
- i. A Supreme Court Justice term can be a maximum of one (1) two (2) years, so long as the Supreme Court Justice maintains the requirements outlined for the position of this position.

## **Article IX – Impeachment**

- a. Impeachment charges against Senators or Officers are brought to the attention of the SGA by a petition signed by five (5) percent of the student body (derived from most recent Fall semester head count as reported to the State Regents of Higher Education) or by a signed motion of any five (5) SGA Members.
- b. To initiate impeachment charges, a majority vote is required of the SGA.
- c. The accused senator or officer has the right to protest and a defense.
- d. After a full and fair hearing of charges and defense and a due deliberation by the SGA acting as jurors, and with the President of the SGA, 3/4 of the total membership of the SGA is needed to remove the incumbent.
- e. The Chief Justice of the Court shall assume the chair during all impeachment proceeding involving the Senate or Executive Officers. The presiding officer shall retain the chair in all proceeding against the Court.

## **Article X – Amendments**

### ***Section 1***

- a. Proposed amendments to the Constitution may be brought before the SGA by any SGA member.
  1. A proposed amendment to the Constitution will be placed on the agenda at the next regular meeting.
  2. Approval by two-thirds of the SGA members present is required to place the proposed amendment on the ballot.
- b. Proposed amendments may also be brought before the student body for approval by a signed petition of five percent (5%) of the student body.

### ***Section 2***

- a. Proposed amendment shall be publicized at least one week prior to the voting date.

### ***Section 3***

- a. Proposed amendments to the Constitution shall be approved by two-thirds of the total ballots cast by the student body.
- b. Following approval by the student body, the amendment shall be presented to the administration for approval and will be incorporated in the Constitution upon their acceptance.

## **Article XI – Ratification**

- a. The Constitution becomes effective upon majority approval of the Senate members voting, majority of the votes cast by the student body, and acceptance of the administration by all necessary legal means.

## **Article XII – Discrimination**

- a. The CUSGA does not discriminate against any member of CUSGA or invited guests on the basis of sex, age, race, religion, handicaps, or national origin. The Cameron University Student Government Association does not discriminate against any member or guest for any reason in any of its policies, practices, or procedures. Categories covered under the amendment include the amendment include, but are not limited to, race, color, national origin, sex, age, religion, disability, sexual orientation, economic status as a veteran.