CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION OF UNION UNIVERSITY

Ratified by the Student Senate and approved by the Student Body: May 2001
Last amended: May 2018

PREAMBLE

With the consent of the administration, faculty, and trustees, we, the student of Union University, in order to foster unity between students and school, to promote student concerns, and to advance the general welfare of the school, do ordain and establish this Constitution for the Student Government Association of Union University.

Article I. Association

Section 1 This institution shall be called the Student Government Association of Union University, hereinafter referred to as the Student Government Association (herein referred to as SGA).

Section 2 Upon enrollment in Union University, each student shall become a member of the Student Body and shall be subject to the rules and regulations of the Student Government Association. As a member, students expressing concerns shall be represented by a Senator in the Student Senate who shall present their issue(s) as it pertains to the general welfare of the school and to student concerns.

Section 3 The Student Government Association shall be the governing body for the students of Union University.

Section 4 Any apportionment of funds by the college administration to the SGA shall be managed by its officers under the direction of the SGA Advisor. The SGA Executive Council Members shall receive scholarships for the year in which they hold office, according to the following amounts: Executive President, $500 per semester; Executive Vice President, $300 per semester; Vice President of Finance, $300 per semester; Vice President of Administration, $300 per semester; SAC President, $500 per semester. Scholarships will be managed by the Office of Student Financial Planning.

Article II. Executive Branch

Section 1 The purpose of the Executive Branch of the SGA shall be to pursue the fulfillment of the enactments of the Student Senate and to perform other duties as outlined for individual offices in the Constitution and Bylaws of the SGA.

CONSTITUTION 1
Section 2 The Executive Branch shall be comprised of the Executive Council and the Executive Cabinet.

Section 3 The Executive Branch of the SGA shall consist of the Executive President, Executive Vice President, Vice President of Finance, Vice President of Administration, SAC President, Attorney General, Chief of Staff, Ambassador, and Media Director. The Executive President may appoint other members of the Student Body to their Executive Cabinet at their discretion. The Executive Branch members shall not occupy an SGA Class or Senatorial office.

Section 4 The Executive Council shall be comprised of the Executive President, Executive Vice President, Vice President of Finance, Vice President of Administration, and SAC President. The Executive Cabinet Shall be comprised of the Executive President, Attorney General, Chief of Staff, Ambassador, Media Director, and any other appointed Executive Cabinet members.

Section 5 Executive Duties:
A) Executive President
   1. The Executive President shall be charged with the responsibility of enforcing and maintaining the Constitution and Bylaws of the SGA.
   2. The Executive President shall serve as a liaison between the students and the college administration. They shall represent the Student Body and shall voice student opinion when called upon or when deemed necessary by the President of the Student Senate.
   3. The Executive President shall delegate tasks to the members of the Executive Branch or the Student Body to aid in carrying out the responsibilities of the Executive President.
   4. The Executive President may seek counsel from the SGA Advisor in appointing members of the Executive Cabinet at their discretion.
   5. The Executive President, under normal circumstances, shall deliver a welcome at the opening convocation of the university.
   6. The Executive President has the veto power over Student Senate legislation. They must either approve or veto a bill within fourteen (14) days, when school is in session, after its passage in the Student Senate, or the bill shall go into effect without their endorsement.
   7. The Executive President shall be responsible for recommending student members to the faculty/staff committees of the university.
   8. The Executive President shall present legislation, with or without the Ambassador, to the administration for approval.
   9. The Executive President shall attend Student Senate sessions without voice and without voting privileges. When rules are
suspended, the Executive President shall have voice privileges concerning SGA matters but may not speak for or against any legislation.

10. The Executive President shall be available in the SGA Office three (3) hours per week when school is in session (excluding summer and winter terms). Their hours shall be posted.

B) Executive Vice President

1. The Executive Vice President shall be charged with the responsibility of enforcing and maintaining the Constitution and Bylaws of the SGA.

2. The Executive Vice President shall serve as President of the Student Senate.

3. The Executive Vice President shall serve as the Executive President of the SGA in the absence of the Executive President.

4. The Executive Vice President shall duly instruct all Senators as to the standing rules and procedures observed by the Student Senate during the first Senate session of the semester and shall enforce those rules.

5. The Executive Vice President shall vote in the Student Senate only to break a tie.

6. The Executive Vice President shall assume any other duties assigned to them by the Executive President or SGA Advisor.

7. The Executive Vice President shall be available in the SGA Office two (2) hours per week when school is in session (excluding summer and winter terms). Their hours shall be posted.

C) Vice President of Finance

1. The Vice President of Finance shall be charged with the responsibility of enforcing and maintaining the Constitution and Bylaws of the SGA.

2. The Vice President of Finance shall keep accurate records of all financial transactions enacted by the Student Senate.

3. The Vice President of Finance shall be called upon to make a financial report at Student Senate sessions.

4. The Vice President of Finance, when called upon, shall advise Class Treasurers on the allocations of funds.

5. The Vice President of Finance shall not authorize or distribute any money of the SGA without the approval of the SGA President and the SGA Advisor and/or the Dean of Students.

6. The Vice President of Finance shall present an itemized report of the SGA Executive Branch budget in a session of the Student Senate each semester.

7. The Vice President of Finance shall attend Student Senate sessions with voice privileges but without voting privileges.
8. The Vice President of Finance shall assume any other duties assigned to them by the Executive President or SGA Advisor.

9. The Vice President of Finance shall be available in the SGA Office two (2) hours per week when school is in session (excluding summer and winter terms). Their hours shall be posted.

D) Vice President of Administration
1. The Vice President of Administration shall be charged with the responsibility of enforcing and maintaining the Constitution and Bylaws of the SGA.
2. The Vice President of Administration shall keep accurate records of all Executive meetings.
3. The Vice President of Administration shall handle all correspondence relative to the SGA.
4. The Vice President of Administration shall take roll and keep minutes of all Student Senate sessions. Copies of the minutes shall be sent to the SGA Advisor and the Dean of Students.
5. The Vice President of Administration shall keep the Student Body informed of the actions and activities of the SGA through the medium of the Cardinal and Cream or other such desired means.
6. The Vice President of Administration shall deliver, upon request, a true and accurate copy of the Constitution of the SGA to any member of the Student Body.
7. The Vice President of Administration shall attend Student Senate sessions with voice privileges but without voting privileges.
8. The Vice President of Administration shall assume any other duties assigned to them by the Executive President or SGA Advisor.
9. The Vice President of Administration shall be available in the SGA Office two (2) hours per week when school is in session (excluding summer and winter terms). Their hours shall be posted.

E) Student Activities Council President
1. The SAC President shall abide by the Constitution and Bylaws of the SGA.
2. The SAC President shall preside over SAC meetings and serve as the primary liaison between SAC and the SGA Executive Branch.
3. The SAC President shall be called upon to update the Student Senate on SAC actions and events.
4. The SAC President shall attend Student Senate sessions with voice privileges but without voting privileges.
F) Attorney General

1. The Attorney General shall be charged with the responsibility of enforcing and maintaining the Constitution and Bylaws of the SGA.

2. The Attorney General shall be appointed by the Executive President. The appointment shall be made after the SGA Executive elections in the fall semester.

3. The Attorney General shall be the chief legal office in any student litigation specifically concerning the SGA.

4. The Attorney General shall serve as counsel for the SGA.

5. The Attorney General shall submit written opinion concerning questions of the law to the Executive President and Executive Vice President of the SGA upon request. The Attorney General has two (2) weeks to issue said opinion from the time the action took place. A copy of the opinion shall be placed in the SGA Archives.

6. The Attorney General shall administer all elections. The Attorney General shall be responsible for preparing all ballots, conforming them to proper SGA format, and submitting them to the SGA Advisor.

7. In case of election violations and conflicts, the Attorney General shall confer immediately with the SGA Executive Council, excluding the Executive President. A written decision must be issued by the Attorney General within twenty-four (24) hours.

8. The Attorney General shall attend Student Senate sessions with voice privileges but without voting privileges.

9. The Attorney General shall assume any other duties assigned to them by the Executive President or SGA Advisor.

G) Chief of Staff

1. The Chief of Staff shall abide by the Constitution and Bylaws of the SGA.

2. The Chief of Staff shall be appointed by the Executive President. The appointment shall be made after the SGA Executive elections in the fall semester.

3. The Chief of Staff shall be responsible for communication with the Executive Branch, Class Officers, and intra-office communication on behalf of the Executive President.

4. The Chief of Staff shall report directly to the Executive President and must have a working knowledge of the SGA Office.

5. The Chief of Staff shall attend Student Senate sessions with voice privileges but without voting privileges.

6. The Chief of Staff shall assume any other duties assigned to them by the Executive President or SGA Advisor.
H) Ambassador
1. The Ambassador shall abide by the Constitution and Bylaws of the SGA.
2. The Ambassador shall be appointed by the Executive President. The appointment shall be made after the SGA Executive elections in the fall semester.
3. The Ambassador shall be the liaison between the SGA, Student Body, and administration.
4. The Ambassador shall report to the Dean of Students concerning pending legislation and effectively communicate the desires and intent of the SGA in its requests.
5. The Ambassador shall inform the Student Senate of the administration’s decision regarding the proposed legislation.
6. The Ambassador shall attend Student Senate sessions with voice privileges but without voting privileges.
7. The Ambassador shall assume any other duties assigned to them by the Executive President or SGA Advisor.

I) Media Director
1. The Media Director shall abide by the Constitution and Bylaws of the SGA.
2. The Media Director shall be appointed by the Executive President. The appointment shall be made after the SGA Executive elections in the fall semester.
3. The Media Director is responsible for all appropriate public relations issues impacting the SGA, including but not limited to campus life, Student Senate, and special SGA-sponsored events.
4. The Media Director shall attend Student Senate sessions with voice privileges but without voting privileges.
5. The Media Director shall assume any other duties assigned to them by the Executive President or SGA Advisor.

Article III. Legislative Branch

Section 1 The Legislative Branch shall be composed solely of the Student Senate. Its purpose shall be to represent the entire Student Body through legislation. It shall have the power to pass bills and resolutions concerning student government and other aspects of student life. The Student Senate shall be able to make recommendations to the university’s administration concerning any matter which pertains to student welfare.

Section 2 The Student Senate shall meet no less than twice per month (except in the case of holidays). Special meetings may be called by the Executive President. In all meetings of the Student Senate, quorum shall consist of a simple majority of the
Section 3 The Student Senate shall be composed of two (2) Senators from each organization recognized by the university. It shall also include four (4) Class Officers, four (4) Senators from the Freshman Council, and two (2) Senators representing commuter students-at-large, selected by the SGA Executive Council.

Section 4 Legislative Rights and Duties:
A) Each Senator shall have one (1) vote in Student Senate sessions. Each organization, except those specified above, shall have two (2) Senators per organization. A Senator may present legislation, provide discussion or debate on a piece of legislation, or make club announcements, provided they do all of these within the proper Senate context and regulations.

B) Attendance
   1. Senators absent with or without a substitute three (3) times or more shall be expelled.
   2. Senators absent two (2) times without a substitute shall be expelled.
   3. If a Senator is expelled, the organization shall provide a replacement, and the organization shall lose voting privileges until a replacement is provided.
   4. Organizations without any Senators for two (2) sessions shall be expelled.
   5. Any Senator or organization, having been expelled from Senate, has the right to appeal to a panel composed of the SGA Executive Council.

Section 5 The offices of the President Pro Tempore and Clerk shall be elected by the Student Senate in its first regular session of the semester.
A) The President Pro Tempore shall preside in Student Senate sessions in the absence of the Executive Vice President. They shall assume any other responsibilities designated to them by the Executive Vice President.

B) The Clerk shall present the title of each piece of legislation according to the President of the Student Senate’s instruction. They shall report any amendment(s) to pieces of legislation to the Vice President of Administration. They shall also assume the Vice President of Administration’s Senate duties in their absence.

Section 6 The offices of the Chaplain and Sergeant-at-Arms shall be appointed by the Executive Vice President and confirmed by a simple majority of the Student Senate in its first regular session of the semester.
A) The Chaplain shall provide spiritual leadership and support the Student Senate. They shall also lead the Student Senate in prayer.

B) The Sergeant-at-Arms shall be charged with maintaining conduct of the
Senators and guests. At the discretion of the President of the Student Senate, the Sergeant-at-Arms may be called upon to remove disorderly individuals from the Student Senate chamber.

Section 7 All legislation passed by the Student Senate must be presented to the Executive President for approval. They may either approve or veto the legislation. If no action is taken by the Executive President within fourteen (14) days, when school is in session, after the bill is presented to them by the President of the Student Senate, the bill becomes effective. A two-thirds (2/3) majority vote of the Senators present at a session is required to override the Executive President’s veto. All approved legislation shall be presented by the Executive President and/or Vice President of Administration to the Ambassador, who carries signed legislation to the Dean of Students. The Dean of Students then directs the Ambassador to the appropriate channels for action. The Ambassador reports back their findings to the Student Senate as progress is made. The Ambassador may also publish legislation reports and actions on various media platforms with proper publishing permission.

Article IV. Elections

Section 1 Executive Officer Candidates:
A) Each candidate for an Executive Office must have a cumulative 2.5 GPA or higher and must maintain a 2.5 GPA throughout their term in office.
B) Each candidate for an Executive office must present a petition with fifty (50) signatures from the Student Body to the Attorney General or SGA Advisor.
C) Each candidate for SAC President must also present a petition with fifty (50) signatures from the Student Body to the Attorney General or SGA Advisor, but at least ten (10) of the signatures must be those of current SAC members.
D) Each candidate for an Executive Office may not be a first-year student during the term in which they would hold office.
E) Each candidate for an Executive Office must have SGA experience while a student at Union University in either a Class Office or Class Council position. Each candidate must have participated in one full semester of SGA leadership, which may include the semester in which the candidate campaigns for office.
F) At the time of the election, the SAC President must currently serve on SAC and have served for three (3) consecutive semesters.

Section 2 Class Officer Candidates:
A) Each candidate for a Class Office must have a cumulative 2.5 GPA or higher and must maintain a 2.5 GPA throughout their respective term in office.
B) Each candidate for a Class Office must present a petition with (25)
signatures from members of their class to the Attorney General or SGA Advisor.

Section 3 The rules and regulations concerning campaigns are found in the Bylaws of the SGA.

Section 4 Elections shall be held in accordance with the rules and regulations found in Article I of the Bylaws of the SGA. A candidate shall be declared the winner if they have received a plurality of the votes cast. In the event of a tie, a runoff election shall be conducted.

Section 5 Installation of Officers:
A) Executive Officers
1. Executive Officer terms follow calendar years, beginning on 1 January and concluding 31 December.
2. Appointments are made by the newly-elected Executive President on or before the beginning of their term.
B) Class Officers
1. Class Officer terms follow academic years, beginning the day following the last day of class in the year in which they are elected and concluding on the last day of class in the following year.

Section 6 Each organization shall elect two (2) permanent Senators by the second week of each semester. Organizations must notify the Vice President of Administration and SGA Advisor of its newly-elected Senators by the second week of each semester or shall be subject to expulsion from Senatorial privileges.

Article V. Class Government

Section 1 The purpose of Class Government shall be to provide an effective structure within which class activities and actions can be implemented.

Section 2 The Class Officers shall be representatives of their class and be named as follows: President, Vice President, Treasurer, and Secretary.
A) The President of each class shall be the executive officer of that class. They shall be in charge of all class activities and shall preside at all class meetings.
B) The Vice President of each class shall preside at class meetings in the absence of the Class President. They shall assume any other duties assigned to them by the Class President.
C) The Treasurer of each class shall keep accurate records of any monetary transactions made by the class and shall report such transactions at each class meeting. No transactions may be made without prior approval from
the Class President and SGA Advisor. They shall assume any other duties assigned to them by the Class President.

D) The Secretary of each class shall keep accurate records of class meetings and shall be responsible for all publicity pertaining to class activities. They shall assume any other duties assigned to them by the Class President.

E) Each elected Class Government is required to appoint a class council of no less than four people.

F) The Class Officers shall assume any other duties assigned to them by the Executive President or SGA Advisor.

Section 3

The Freshman Council shall be the governing body for the Freshman Class. It shall be comprised of fifteen to seventeen (15-17) members selected from the Freshman Class at-large who apply for the position. The SGA Advisor and the two advisors to the Freshman Council, as appointed by the Executive President, shall form a standing committee with the express purpose of selecting members of the Freshman Council, with the advice and consent of the Executive President.

A) The Freshman Council, in the fall semester, shall elect from itself a Chair, Vice Chair, Treasurer and Secretary whose duties shall coincide with those outlined for Class Officers.

B) The Freshman Council, in the fall semester, shall also elect four (4) Senators from itself to represent the Freshman Class in the Student Senate (see Article III, Section 3), apart from the Freshman Council Officers.

C) The Freshman Council advisors may appoint a new member if a vacancy on the Freshman Council occurs.

D) In the event of a Freshman Council member failing to fulfill such expectations as attending meetings or performing duties entrusted to them, the Freshman Council Chair or Vice Chair may present such grievances to the Freshman Council advisors. Upon reviewing the information, the Freshman Council Advisors and the Freshman Council Officers may decide to remove the individual. If the individual is removed, the Freshman Council Advisors may appoint a replacement who must be from among the group of original applicants.

E) The Freshman Council Advisors will meet weekly with the Freshman Council for the first semester and instruct the Freshman Council members on their duties within the SGA.

Section 4

Upon their discretion, class meetings shall be called by the President or Chair of the class. At least one (1) class meeting per semester shall be required.

Section 5

Each Class Government is required to present two (2) pieces of legislation per semester to the Student Senate for consideration.

Section 6

Vacancies in Class Office shall be filled by election using the same process previously employed (see Bylaws).
Article VI. Referendum

All decisions of the Student Government Association, including legislative and executive, are subject to dissenion. After all constitutional means have been exhausted, the dissenting group may petition to the Student Senate to call for a referendum by the Student Body. Said dissent requires one-quarter (1/4) written affirmation of the Student Body. Upon receipt of a valid petition, the Student Government Association will present said referendum to a vote by the Student Body. The referendum will become enacted by the Student Government Association provided it receives a two-thirds (2/3) majority vote of the Student Body.

Article VII. Impeachment and Expulsion of Officers

Section 1 All Officers of the Student Government Association shall be subject to impeachment for the following reasons:
A) Failure to maintain a 2.5 GPA throughout their term in office.
B) Failure to carry out responsibilities as defined in the SGA Constitution, for Executive Officers (Article II, Section 5) and for Class Officers (Article V, Section 2), as well as the SGA Bylaws.
C) Failure to be a representative of Union University as outlined by the Student Handbook.

Section 2 To impeach an Executive Officer, a petition with one-tenth (1/10) of the Student Body’s signatures shall be presented to the President Pro Tempore of the Student Senate and must be approved by a three-fifths (3/5) majority vote of the Senators present. The Executive Vice President shall preside over the impeachment proceedings. In the event that the Executive Vice President were to be impeached, the President Pro Tempore of the Student Senate shall preside over the impeachment proceedings.

Section 3 To impeach a Class Officer, a petition with one-tenth (1/10) of the signatures of the members of their class be presented to the President Pro Tempore of the Student Senate and must be approved by a three-fifths (3/5) majority vote of the Senators present.

Section 4 Upon notification of impeachment, the officer shall be allowed one week to prepare adequate defense. The expulsion proceedings shall commence in the Student Senate one week after the issuance of impeachment to said officer. To expel an officer, the Student Senate must support the motion with a two-thirds (2/3) majority vote. The presiding officer shall be determined as described above.

Section 5 If an officer is expelled, the Executive President (or Executive Vice President in the event the Executive President is expelled) shall appoint an officer pro tempore to assume the duties of the vacant office until an election for said office is held.
Article VIII. Resignation of Executive Officers

Upon resignation of the Executive President, the Executive Vice President shall assume the office of Executive President, and the Executive Officers shall appoint a new Executive Vice President to be approved by a two-thirds (2/3) majority vote of the Student Senate. Other Executive Offices which become vacant shall be filled by appointment of the Executive Officers with simple majority approval of the Student Senate. Scholarships for the SGA Executives will be pro-rated according to the number of weeks served by the resigning Executive Officer.

Article IX. Constitutional Amendments

An amendment must be presented to the Student Senate and passed by a two-thirds (2/3) majority vote of the Senators present. Upon passage, the proposed amendment shall be conspicuously publicized and shall be presented to the Student Body for adoption by popular election. It shall be passed by a two-thirds (2/3) majority of the voting Student Body. Failure to achieve said majority shall prohibit adoption of the proposed amendment to the SGA Constitution. Upon ratification, the amended constitution shall be established at the commencement of the following academic semester.

Article X. Constitutional Convention

Upon petition by five hundred (500) members of the student body, and three-fourths (3/4) approval of said petition in the full Student Senate, a Constitutional Convention shall be established. The delegates of said Convention shall be comprised of the Executive President, Executive Vice President, Vice President of Finance, Vice President of Administration, SAC President, Attorney General, Chief of Staff, Ambassador, and Media Director, as well as seven (7) Senators elected with plurality by the Student Senate. The Convention’s proposed constitution must obtain two-thirds (2/3) approval from the Student Senate and by popular election for ratification. Upon ratification, the new constitution shall be established at the commencement of the following academic semester.

Article XI. Bylaws

Section 1 The Bylaws of the Student Government Association shall be established and maintained by the Executive Officers and Attorney General and ratified by the Student Senate.

Section 2 Amendments to the Bylaws shall be adopted in the Student Senate by a two-thirds (2/3) majority vote of Senators present.