

# La Salle University Students' Government Association Constitution

## **Preamble**

The Students' Government Association of La Salle University exists in order to protect the interests of the students of La Salle University and also to protect our rights as students in a free community. The Students' Government Association of La Salle University will act to ensure academic freedom while acknowledging academic responsibilities. The Students' Government Association of La Salle University aims to unite all students in the pursuit of common goals. We, the Students' Government Association of La Salle University, ordain and establish this document as the Constitution for the La Salle University Students' Government Association.

## **Article I: Name**

### *Section I*

The name of this organization shall be the Students' Government Association of La Salle University. (Hereinafter referred to as SGA).

## **Article II: Membership**

### *Section I*

The membership of SGA shall include all students enrolled full time in the day division of La Salle University. These students shall be entitled to democratic representation by elected representatives of the SGA. All students of the day division currently enrolled and attending La Salle University have the right and responsibility to be active in SGA. Only La Salle students currently enrolled full time in the day division have the right to become elected and representative members of SGA. Any elected, representative, or volunteer member shall have the opportunity to become members of standing university committees. The elected and representative membership of the SGA shall abide by all University rules concerning grade point average and use of University faculties.

### *Section II: The Senate*

1. Each Class shall have the right to be represented by five (5) elected Student Senators unless a decrease occurs because of vacancies and/or removals. This will allow for a total of twenty (20) Student Senators. (See [Article III](#), Section E and Subsection 1 for more information about vacancies.)
2. The members of the student senate shall be elected by the members of their respective classes.
3. The purpose of the SGA is to assess and vote on matters concerning the University or a particular organization or class. The SGA within its organizational meetings is responsible for assessing and voting on matters arising from standing university committees. Only the elected members of the SGA have the right to vote on matters arising from standing university committees, SGA committees, and ad hoc committees unless otherwise instructed by the Executive Board.
4. If a channel of representation does not exist for a particular constituency, then the Executive Board can create a channel to be utilized for that constituency. This new constituency will follow the SGA guidelines of all other standing university committees.

### *Section III: Executive Officers*

SGA shall have five (5) Executive Officers elected by the student body. It will be the responsibility of the Executive Officers to guide SGA as they see most beneficial to La Salle University and SGA. These Executive Officers shall consist of a President, Executive-Vice President of Student Affairs, Vice-President of Academic Affairs, Vice-President of Public Affairs, and a Vice-President of Business Affairs. The Executive Officers will have the power to create such Executive Committees, and appoint their chairpersons, as they see necessary to assist in the performance of their duties. The Executive Officers will also appoint the chairpersons for the SGA standing committees. The Executive Officers will also be responsible for appointing students to their respective standing university committees, as designated by the President, and reporting on the undertakings of these committees to the Senate. The Executive Officers shall have a vote within the Senate and the Executive Board. The Executive Officers shall have the right to choose an Executive on standing university committees when the need arises. The Executive Officers are to report directly to the President.

#### A. President

1. The President of SGA shall have at least one (1) year experience as an elected member of SGA prior to becoming President. The President shall be responsible for representing the student body on the University Council and at regular intervals reporting all major undertakings of SGA and the University Council to the Senate.
2. Only the President shall authorize the expenditure of funds or pass on this authority to any Vice-President for any reason, with the consent of the Executive Board.
3. The SGA President shall have no vote within the Senate; however in the event of a tie, the President shall be the deciding vote for the Senate or any SGA standing or ad hoc committee.
4. The President will have the power to accept the nominations of the other Executive Officers for positions in the standing university committees.
5. The President shall have the power to excuse a person from that person's minimum requirements as an elected representative, or volunteered member of SGA. The President will also have the power to accept letters of resignation.
6. The President has the power to delegate duties to the Senate and Executive Officers.
7. The President shall act as the Speaker of the Executive Board at all Executive Board Meetings.
8. Only the President can act as the official representative of the La Salle University Student Body and SGA.
9. The President shall have three (3) unexcused absences from any SGA related function except mandatory SGA events, upon the discretion of the Executive Board. In the event that the President exceeds the limited number of unexcused absences he/she shall be automatically called for review. (See [Article X Section VI](#))
10. The President shall conduct a weekly meeting with the Executive Vice-President of Student Affairs, Vice-President of Academic Affairs, Vice-President of Public Affairs, Vice-President of Business Affairs, SGA Advisor, and Dean of Students, to stay informed about campus issues.

#### B. Executive Vice-President for Student Affairs

1. The Executive Vice-President shall have at least one (1) year experience as an elected member of SGA prior to becoming Executive Vice-President. The Executive Vice-President shall represent the student body on the University Council unless otherwise instructed by the President.
2. The Executive Vice-President shall be a standing member of the Student Affairs Committee.
3. The Executive Vice-President shall act in the absence of the President.
4. The Executive Vice-President shall be the President of the Senate. Thus the Executive Vice-President shall be the President to the Senate. The Executive Vice-President shall also report to the Executive Board concerning any undertakings of the Senate.
5. The Executive Vice-President shall prepare the agenda and have the power to call a meeting of the Senate at his/her own discretion or by order of the President.
6. The Executive Vice-President shall be the chairperson of the Internal Affairs Review Committee. (See [Article X Section VI](#))
7. The Executive Vice-President of Student Affairs shall be concerned with the state of student affairs at La Salle University.
8. The Executive Vice-President of Student Affairs shall hold a weekly meeting with the President to update him/her on SGA Senate issues.

#### C. The Vice-President of Academic Affairs

1. The Vice-President of Academic Affairs shall be a standing member of the Academic Affairs Committee.
2. The Vice-President of Academic Affairs shall act as Secretary and Parliamentarian at all Senate and Executive Board meetings.
3. The Vice-President of Academic Affairs shall be concerned with providing a beneficial state of Academic Affairs at La Salle University.
4. The Vice-President of Academic Affairs shall be concerned with running the Ring Ceremony.

#### D. The Vice-President of Public Affairs

1. The Vice-President of Public Affairs shall be a standing member of the Student Press Committee.
2. The Vice-President of Public Affairs shall employ all available communications to inform the student body of the undertakings of SGA.
3. The Vice-President of Public Affairs shall publish a yearly SGA brochure, maintain the website, and promote SGA.

#### E. The Vice-President of Business Affairs

1. The Vice-President of Business Affairs shall be responsible for the proper disbursement of all SGA funds and will also submit budget reports to the Executive Board.
2. The Vice-President of Business Affairs shall establish the SGA budget in conjunction with the Executive Board and expend funds with the approval of the President.
3. The Vice-President of Business Affairs shall be a standing member of the Activities Funding Board.
4. The Vice-President of Business Affairs shall be concerned with running the SGA Tuition Raffle.

#### *Section IV: Executive Senators*

The Executive Senators shall have a seat and a vote on the Executive Board. The main purpose of the Executive Senators is to be the voice of their classes in deciding the course for SGA. The Executive Senators shall be collectively elected by their respective Senate class and will be officially appointed by the Executive Board at a time after senator elections as designated by the President. Each class shall have one (1) Executive Senator.

### **Article III: Succession**

#### *Section I*

- A. If the SGA Presidency is vacated for any reason; the Executive Vice-President shall immediately assume the Office of the President.
- B. If any Office of Vice-President is vacated for any reason, including succession to Presidency, the President shall appoint another, subject to the approval of the Executive Officers and the Senate.
- C. Should the offices of the President and the Executive Vice-President of Student Affairs fall vacant the line of succession shall be: Vice-President of Academic Affairs, Vice-President of Public Affairs, Vice-President of Business Affairs; therefore, the next Vice-President in line of authority shall act as President until such time as an election can be held to fill the vacancies, not to exceed one (1) month.
- D. If the office of Executive Senator should fall vacant, the represented class should elect a Senator from that class to fill the vacancy.
- E. Any vacancy in the Senate shall be filled by appointment made by the Executive Vice-President of Student Affairs subject to the approval of the Senate. The vacancy shall preferably be filled by one (1) member of that class.
  1. If the position cannot be filled by a member of that class, the Executive Vice-President of Student Affairs reserves the right to appoint a person that participated in the election in succession of the number of votes tallied and subject to the Senate's vote.

### **Article IV: Elections**

#### *Section I*

- A. Contingent upon the academic calendar the Executive Officers and Senators shall be elected by the student body during the month of April. Executive elections will be held one (1) week prior to Senator elections. Freshman Senator elections will be held during the month of October. The candidates have the option to run individually or on a party ticket not to exceed five (5) candidates.
- B. To be nominated and eligible to run as an Executive candidate one must submit a petition with one hundred (100) signatures from the student body. This is not to include graduating seniors.
- C. To be nominated and eligible to run as a Senator candidate one must submit a petition with fifty (50) signatures from the student body. This can only include members from the class that they are wishing to represent.
- D. A student that knows that they will be doing a full time co-op, full time student teaching, or studying abroad for at least one semester may not serve on SGA at the same time.
- E. All candidates must follow all University rules that could apply to elections and they must abide by SGA Election Rules. The candidates are also not allowed to use any University or Organization funds to promote their campaign.
- F. The President is the Judge of Executive Board elections, unless the President is running for an Executive Board position. In that case, the Senior class Executive Senator will be the Judge of Executive Board elections. The Executive Vice-President is the Judge of Senate elections.
- G. One who wishes to run for the office of President cannot also serve as a Resident Assistant or Community Assistant.

## **Article V: Removals**

### *Section I*

- A. The President can request the resignation of any elected or representative member only after the recommendation of the Internal Affairs Review Committee. (See [Article X](#) Section VI)
- B. No elected or representative member can be asked to resign without a review from the Internal Affairs Review Committee.
- C. Executive Officers can only be removed by two-thirds vote of the General Assembly after having been reviewed by the Internal Affairs Review Committee.

## **Article VI: Duties**

### *Section I: Office Hours, Meetings, and Committees*

- A. All SGA elected members will have to hold a certain amount of office hours to maintain their position in the SGA as determined by the President.
- B. Any elected or representative member not in attendance for more than three (3) total SGA functions including but not limited to any combination of SGA standing or ad hoc committees, university standing or ad hoc committees, Senate or Executive meetings without the permission of the President will be automatically called for review.

### *Section II: Leadership Circle*

- A. The SGA will conduct monthly meetings entitled, "Leadership Circle," in order to bring together all members of the La Salle community.
- B. The meetings will be run by members of SGA, as designated by the Executive Board.
- C. Those designated to run Leadership Circles are responsible for providing a tangible agenda while also facilitating appropriate discussion.

## **Article VII: Amendments**

### *Section I*

- A. This Constitution can be amended only by two-thirds majority vote of the Senate.
- B. This Constitution can only be discarded or rewritten by a popular vote of a general referendum of the SGA membership.
- C. All amendments to this Constitution must be delivered in proposal term.

## **Article VIII: Formal Proposals**

### *Section I*

- A. Any elected or representative member of SGA may submit a proposal concerning any topic dealing with the University or a particular student organization or class. Any course of action by the Senate of SGA must be submitted in proposal form to be considered. This includes any financial, academic, service and social activities that might include SGA.
- B. All proposals must be submitted to the Executive Vice-President of Student Affairs at least one (1) week prior to the Senate meeting as to notify the members of the agenda for the following meeting, unless the Executive Vice-President of Student Affairs sees otherwise. Any proposals submitted after this deadline will be considered at the discretion of the Executive Board.
- C. All proposals submitted will be acknowledged by the Executive Vice-President of Student Affairs in the meeting agenda. Proponents and opponents of a proposal will be allocated a certain amount of time, to be decided by the Executive Vice-President of Student Affairs, to discuss this proposal.
- D. Any proposal that concerns a standing university committee must first be approved by the Senate before it can move to that standing university committee for consideration.
- E. All proposals will be passed by a popular vote of the Senate.

- F. Once a proposal is approved by the Senate; the members of SGA must abide by that proposal or face removal from SGA.
- G. The Executive Board will follow the same guidelines concerning proposals.

## **Article VIII: Standing University Committees**

### *Section I*

- A. Standing university committee assignments will be determined by the Executive Board with approval from the SGA Advisor.

## **Article IX: SGA Standing Committees**

### *Section I*

SGA will have the following standing committees to aid in its functions. The chairpersons of these committees will be decided upon by the Executive Officers. All decisions and actions of these committees must be first approved by the Executive Board or, if the case, the Senate. The Chairpersons of these committees shall have the power to call meetings and prepare the agenda for their committee meetings.

### *Section II: Basketball Marathon Committee*

- A. The Basketball Marathon Committee will promote, control, and conduct the annual Basketball Marathon. All proceeds from this event will be donated to a charity to be determined by the SGA.
- B. Two or more SGA members will be appointed by the Executive Board during the fall semester, one of which will serve as a non-voting chairperson of the Basketball Marathon on the Executive Board.

### *Section III: Freshman Record Committee*

The Freshmen Record Committee will be responsible for the compilation of the annual Freshmen Record. The Freshmen Record Committee will consist of the Freshmen class Senators.

### *Section IV: Elections Committee*

The Elections Committee, chaired by the Executive Vice-President, will promote, organize, and conduct all SGA Elections according to all SGA and University regulations. This includes distributing election information and results. The committee will also be responsible for collecting and verifying the nominating petitions. If the Executive Vice-President is running in the election, the highest ranking Senior class Senator will conduct the elections.

### *Section V: Public Affairs Committee*

The primary function of the Public Affairs Committee will be to aid the Vice-President of Public Affairs in informing the student body of the undertakings of SGA and the General Assembly.

### *Section VI: Internal Affairs Review Committee*

The Internal Affairs Review Committee will be composed of the four (4) Executive Senators. This committee will be chaired by the Executive Vice-President of Student Affairs who will also be a voting member of this committee. If the Executive Vice-President or any other member of the committee is being reviewed, the President will act as chairperson or will give the power to another Vice-President. The committee will review charges against all elected and representative members of SGA and conduct investigations and/or hearings concerning these charges and from this decide a fair resolution. All cases will have one (1) appeal. The Internal Affairs Committee will make the final decision for all disciplinary matters concerning the SGA.

## **Article XI: Meetings**

### *Section I*

- A. All members of the SGA must be present at all General Assembly meetings.
- B. The members of the SGA shall reserve the right to meet at their discretion.

- C. General Assembly meetings will be held on a regular basis as determined by the Executive Board at the beginning of each semester.
- D. SGA standing committees and ad hoc committees will reserve the right to meet at their discretion.

**Article XII: Terms of Office**

*Section I*

- A. The term for an elected member will begin one (1) week after Student Senator elections, which will be held the week after the Executive Officers' elections.
- B. The term of office for Freshmen Senator will begin two (2) days after election results are made official and will end one (1) week after Student Senator elections in April.
- C. The term of an Executive Board member or Senator will end one (1) week after Student Senator elections.

**Article XIII: Quorum and Rules of Order**

*Section I*

- A. The quorum for all meetings will be two-thirds of the elected members.
- B. This organization and all of its functions will follow Robert's Rules of Order.