



SGA Constitution

ARTICLE I: NAME

The name of this organization shall be the St. John Fisher College Student Government Association, hereinafter referred to as SGA.

ARTICLE II: MISSION

The purpose of the St. John Fisher College Student Government Association is to represent students in all aspects of college life. It will provide programs, which will satisfy the aspirations of the students and promote better communication between the students, faculty, staff, and administration of the college. It will affiliate and recognize student organizations in an opportunity-filled environment. The SGA will provide appropriate support services for affiliated and recognized groups, in conjunction with the administration of the College. It will appropriate and administer the student activities fee. The SGA will do the utmost to provide for the best interests of students; empowering themselves as well as the student body.

ARTICLE III: MEMBERSHIP

A. GENERAL MEMBERSHIP

1. All registered full-time and part-time students of St. John Fisher College, who have paid the Student Activities Fee, are members of the Student Government Association.
2. All faculty, staff and administration of the college are welcome to take part in any club, committee or organization unless otherwise specified. However, faculty, staff and administration are not allowed to hold any elected position (i.e. President, Vice-President, Secretary or Treasurer) within any club or organization.

B. STUDENT LEADERS

1. In order to maintain an Executive Board position of a Club or Organization, a student must:
 - a) Must maintain an overall 2.3 GPA to be appointed or elected to office.
 - b) Must have a minimum of a 2.3 GPA the semester prior to taking office.
 - c) Must achieve a 2.3 GPA (or higher) for each semester in office, with no more than 2 Incompletes, and may not be withdrawn from the college the previous semester for academic or medical purposes.
2. Student Leaders who do not maintain these requirements:
 - a) Must conduct a Peer Review with the Chief Justice.
 - b) Will be placed under a Probation Period where their academic standing will be monitored for one semester.
 - c) If the student leader does meet the standard requirements after one semester on probation, they will resume their executive position.
 - d) If the student leader does not meet the standard requirements after one semester, they will be removed from their executive position by the SGA Executive Board by a majority vote.

ARTICLE IV: BRANCHES OF THE STUDENT GOVERNMENT ASSOCIATION

SECTION 1: EXECUTIVE BOARD

A. COMPOSITION

1. It will consist of the President, Vice President, Director of Student Services, Director of Activities (via the Student Activities Board (SAB)), and the Director of Financial Affairs:
 - a) It will be headed by the President of Student Government, who will sit as the chairperson and will only vote in case of a tie.
2. The SGA voting executive board positions (President, Vice President, Director of Financial Affairs, Director of Activities, Director of Student Services) are to remain unchanged and remain in effect from Fall 2007 until the spring of 2010, in which they will be up for review, for the Fall of 2010.

B. FUNCTIONS AND POWERS

The Executive Board will:

1. Review and coordinate all activities of the SGA.
2. Be in charge of the student activities fee and its allocation.
3. Be allowed to veto, by a *unanimous* vote, any act of any branch of the SGA (Senate, Finance Committee, Council of Presidents, Class Officers, SAB, Judicial Council, and student organizations) *in all matters*.



SGA Constitution

- a) If there is confusion over the classification of a proposal, the Executive Board will vote to classify the proposal as either a "General SGA Proposal" or an "Organization Proposal".
- b) The said branch may override any Executive Board veto by a *four-fifths* majority vote.
- c) Student organizations that have their proposals vetoed must get a *four-fifths* override vote in the *Senate*.
4. Have the power to veto any binding measure passed by the Student Government Association.
 - a) Any branch and/or organization vetoed may override the veto with a four-fifths majority vote.
5. Within the first thirty days of each new semester, the Executive Board shall deliver a "State of the Association Address."
 - a) The President shall submit a written statement for publication in the school newspaper. A copy shall also be kept on file in the SGA office.
 - b) Class officers are required to present their goals and plans for the coming year.
6. See that all members of the Executive Board carry out fully the responsibilities charged to him/her by this constitution.

C. MEETINGS

1. Executive Board meetings will be closed to members of the SGA, faculty, and staff; however, all senate and COP meetings will remain open to all members of the campus community.
2. All members of the SGA as well as faculty, staff and administration are entitled to speak at any Executive Board meeting, pending that they are recognized on the agenda.
 - a) In order to be recognized on the agenda an individual(s) must submit his/her issue at least 24 hours prior to the meeting to the SGA president.
3. Require a quorum of four voting members to conduct business.
4. Require the President to record and file minutes for every meeting unless a Secretary has been appointed, in which case he/she will do so.
5. Be required to meet at least once a week:
6. A meeting may be cancelled if it is requested so by two or more members of the Executive Board
7. Require a majority vote to pass all and any propositions that are brought before it.

D. ELECTIONS

The Executive Board (Except *Director of Activities*)

1. The President, *Vice President*, and *Director of Student Services*, will run on the same ticket and be elected from among the senior, junior, sophomore and freshman classes. However, graduating seniors may not participate in the election as candidates.
2. There will be no limit to the number of tickets that can run in an election.
 - a) If only one ticket runs a Yes or No vote will take place.
 - b) A simple majority rule for all elections
3. Those students wishing to run for SGA office must be recognized by the *Parliamentarian* as *either* having a minimum of one (1) year of prior involvement in a Student Government recognized and affiliated club/organization by the time they will take office *or by being on an SGA recognized and affiliated executive board by the end of the fall semester.*

[REVOKED PASSAGE] a) *Involvement is classified as being an Executive Board member or a general member of a Student Government recognized and affiliated club/organization. One school year is defined as two full semesters (i.e. beginning of September through April 15th when new officers take office).*

i. These requirements are to be verified by the Parliamentarian.

[REPLACED WITH] (a) *If a member wishes to run for any Student Government Association office, their involvement, as defined in Article IV-1D.3 (a), must be verified by the Parliamentarian.*

4. Candidates must abide by all rules and regulations, set forth by the *Parliamentarian* as they are listed in the Elections Handbook, "Rules and Regulations," which shall not conflict with this Constitution.
5. Within seven (7) days after an election, the President-elect will submit to the following bodies a list of



SGA Constitution

the line of succession: *Senate, Parliamentarian, Executive Board, COP, Finance Committee, and Judicial Council.*

6. The *Director of Activities* will be elected from procedures and guidelines set forth by the Student Activities Board Constitution.

- a) The E-Board members of the SAB will elect the position; however those running for the position cannot vote, and they must be running for Vice President.
- b) Elections will take place by March 15, but the *Director of Activities* elect will not take office until April 15 with the remainder of the SGA executive board. They will be "in training" during this one-month period.
- c) Those students wishing to run for the *Director of Activities* office must be recognized by the SAB Advisor as having a minimum of one (1) school year of prior involvement.
 - i. Involvement is classified as being an Executive Board member or a general member of a Student Government recognized and affiliated club/organization. One school year is defined as two full semesters (i.e. beginning of September through April 15th when new officers officially take office).
- d) Elections for the *Director of Activities* will then be held during a scheduled SAB meeting following as outlined in the SAB Constitution.

E. APPOINTMENTS

1. The Finance Committee with the advice and consent of the current SGA E-board will choose the *Director of Financial Affairs*.
 - a) If the SGA veto's the nominee (unanimous vote is required), then the Finance Committee will be allotted one week to vote to override the veto by a three-fourths (3/4) majority vote.
 - b) If the override fails, the Finance Committee will submit another name, and the selection process will repeat itself.

F. OATH OF OFFICE

1. The official Oath of Office for the Student Government Association will read:

"I (state your name), do solemnly swear (or affirm) that I will faithfully execute the duties and responsibilities of the office of (title of office) of the Student Government Association of St. John Fisher College. I will represent, to the best of my abilities, the undergraduate student body of the College, making the best decisions for their well being. I will do everything in my power to act in accordance with the values of the College, uphold the Student Government constitution and diligently perform my responsibilities to my fellow students."
2. Before the incoming officers take office, the Oath of Office will be administered by the incumbent officer of each specific position.
 - a) If the incoming officer is the same as the incumbent officer, the incumbent President shall administer the Oath of Office.
 - b) If the President-elect is the same as the incumbent President, the Student Government advisor shall administer the Oath of Office.
3. The Oath of Office will be administered during a meeting open to the entire student body before the incoming Executive Board officially takes office.

G. DUTIES AND RESPONSIBILITIES

The President will:

1. Be elected by the first week of April and will take office by the third week of April.
2. Upon election:
 - a) Shall appoint persons to any ad hoc committees.
 - b) Shall appoint, in conjunction with the *Vice President*, a new *Parliamentarian*.
 - c) Shall appoint one (1) member of the Executive Board to attend the Board of Trustees meetings, if the President can not attend.



SGA Constitution

- d) Shall appoint, if needed, a non-voting secretary to the SGA Executive Board with a unanimous vote. (As outlined in Article IV, Section I, subsection G, "The Secretary will")
 - e) Shall appoint, if needed, a non-voting *Publicity Coordinator* to the SGA Executive Board with a unanimous vote. (As outlined in Article IV, Section I, subsection G, "The *Publicity Coordinator* will")
 - f) Shall appoint, in conjunction with the Executive Board, a Chief Justice, which will be approved by the Judicial Council.
3. Shall attend Faculty Assembly meetings and find a replacement out of the Executive Board if needed.
 4. Be the Chairperson of the Executive Board.
 5. Be the Chairperson of the Senate.
 6. Will vote only in case of a tie during SGA Executive Board decisions.
 7. Represent the SGA at public functions.
 8. Have the power to convene special meetings of the following:
 - a. *Senate*
 - b. *Council of Presidents*
 - c. Finance Committee
 - d. Class Officers
 - e. Judicial Council
 - f. Any other committees and affiliated organizations of SGA
 9. Be a non-voting, ex-officio member of all councils, clubs, committees, and commissions of the Student Government Association.
 10. Help provide for a smooth transition of the incoming Executive Board at the end of his/her administration.
 11. See that all members of the Executive Board carry out fully the responsibilities charged to them by this Constitution.
 12. In conjunction with the *Vice President*, oversee all affiliated club and organization constitutions.
 13. Support and promote the mission of the Student Government Association.
 14. Assist fellow Executive Board members in carrying out his/her duties.

The Vice President will:

1. Be elected by the first week of April and will take office by the third week of April.
2. Have full voting power in all SGA Executive Board decisions.
3. Attend all SGA Executive Board and Senate meetings.
4. *Be responsible for overseeing all committees of the Senate.*
5. *Be responsible for reviewing all approved committee proposals and serving as an advocate for the Senate at the appropriate administrative level.*
6. *Facilitate monthly Council of Presidents meetings*
7. In conjunction with the President, oversee and offer guidance to all affiliated club and organization constitutions.
8. Oversee all student organization operations and issues.
9. Be responsible for coordinating the Jumpstart Leadership Conference within the first two weeks of the Fall semester. Executive board collaboration will also be required due to the nature of this event.
10. Represent the SGA at public functions.
11. Assist the President in carrying out his/her duties.
12. Be a non-voting, ex-officio member of all councils, clubs and commissions of the SGA.
13. Be responsible for overseeing the *Parliamentarian* except in times when the *Vice President* is running for office. In this case the *Parliamentarian* will be overseen by the *Senate Advisor*.
14. Support and promote the mission of the Student Government Association.

The Director of Student Services will:

1. Be elected by the first week of April and will take office by the third week of April.
2. Have full voting power in all SGA Executive Board decisions.
3. Attend all SGA Executive Board and Senate meetings.



SGA Constitution

4. Be the primary SGA officer to handle any issue pertaining to student needs where services are deemed appropriate or in consideration.
5. Work with Vice President and to serve as a liaison between the Senate and college committees.
6. Chair the Student Services Senate committee.
7. Coordinate all SGA services; including, but not limited to SGA shuttle service, student discount programs, and additional services that may arise.
8. Act as a liaison between college services/non SGA services and the SGA.
9. An SGA service will be defined as:
 - a) A student activities fee based program or initiative that helps alleviate a significant undergraduate student campus problem.
10. Remain in constant communication with the Dean of Students, Director of Campus Life, and any other student services related office.
11. Represent the SGA at public functions.
12. Assist the President in carrying out his/her duties.
13. Support and promote the mission of the Student Government Association.
14. If unable to fulfill his/her duties, the President will take on the essential obligations of the position.

The Director of Financial Affairs will:

1. Be elected by the Finance Committee as outlined in the Finance Committee Constitution.
2. Have full voting power in all SGA Executive Board decisions.
3. Attend all SGA Executive Board and Senate meetings.
4. Be responsible for chairing the Finance Committee
5. Be responsible for coordinating the allocation process of the Association.
6. Be responsible for the overall coordination process of collection and distribution of revenues and deposits of the SGA funds.
7. In conjunction with the Business Office, prepare a statement of the financial status of the Student Government within twenty-five (25) days of the end of each semester.
 - a) Copies of the statement will be given to all members of the Executive Board.
 - b) A general statement shall be given to the president of all student clubs, committees, and organizations.
8. Make all clubs and organization budgets a matter of public record.
9. Receive all budgets and requests for SGA funds and submit them to the Finance Committee for full review.
10. Be responsible for educating student organizations and committees of appropriate management of funds.
11. Represent the SGA and Finance Committee at public functions.
12. Assist the President in carrying out his/her duties.
13. Support and promote the mission of the Student Government Association.

The Director of Activities will:

1. Be elected through SAB's procedures as outlined in the SAB Constitution, by March 15 and will take SGA office no later than the third week of April.
2. Be the Vice President of SAB and will not hold an E-Board position within another recognized organization.
3. Have full voting power in all SGA Executive Board decisions.
4. Attend all SGA Executive Board and Senate meetings.
5. Serve as the communicative liaison between the SAB and the SGA Executive Boards.
6. Be responsible for overseeing and/or coordinating the Involvement Festivals and Leader for Life Conference; however Executive Board collaboration is required by the nature of each position.
 - a) The Fall Involvement Festival shall be required every year, with the Spring Festival being optional, but suggested if deemed necessary by the E-Board
7. Serve as a programming resource for affiliated and/or recognized clubs and organizations.
8. Encourage and help facilitate co-sponsorship between all affiliated and/or recognized clubs/organizations throughout the year.



SGA Constitution

9. Be responsible for attending various affiliated and/or recognized club/organization meetings throughout the course of each semester.
10. Be responsible for coordinating a programming file to aid clubs in their programming efforts.
 - a) This file will be kept in the Student Government Office and can be accessed by any member of any affiliated and/or recognized club/organization.
11. Represent the SGA at public functions.
12. Assist the President in carrying out his/her duties.
13. Support and promote the mission of the Student Government Association.

The Chief Justice will:

1. Be appointed by the SGA President, in conjunction with the Executive Board, and approved by the Judicial Council.
2. Will not hold an executive board position within another recognized organization.
3. Be a non-voting member of the Executive Board.
4. Attend every SGA Executive Board and Senate meeting.
5. Be responsible for chairing the Judicial Council and serving as a spokesperson to all branches of SGA.
6. Serve as a liaison between the Judicial Council and the Executive Board.
7. Oversee all operations of the SGA to ensure they are constitutionally appropriate and serves as the authority on all constitutional matters.
8. Facilitate a training seminar for new Judicial Council Members immediately following elections in the first week of April.
9. Represent the SGA at public functions
10. Assist the President in carrying out his/her duties.
11. Support and promote the mission of the Student Government Association.

The Secretary will:

1. Be appointed, if deemed necessary, by a unanimous vote of the Executive Board.
 - a) Be chosen through an unrestricted application process that will be open and advertised to all undergraduate students that have paid the student activities fee.
 - b) Not hold an executive position in any SGA affiliated club or organization.
2. Attend all SGA Executive Board and Senate meetings.
3. Be a non-voting member of the Executive Board.
4. Attend all SGA Executive Board meetings, taking detailed notes and having copies ready for all members.
5. Attend all Senate meetings, taking detailed notes and posting them to the website within one week.
6. Maintain the supplies closet, purchasing supplies when necessary.
7. Be responsible for coordinating the end of year SGA awards banquet
8. Be responsible for coordinating all miscellaneous SGA events, with the assistance of the executive board.
9. In conjunction with the Office of Campus Life, the *Vice President*, and the clubs and organizations, will keep an updated and detailed schedule of campus events.
10. Update the Source as needed.
11. Work with the *Publicity Coordinator* to publicize all events sponsored by the SGA Executive Board.
12. Work with the *Publicity Coordinator or Webmaster* to post the Executive Board minutes on the website prior to the next meeting.
13. Represent the SGA at public functions.
14. Assist the President in carrying out his/her duties.
15. Support and promote the mission of the Student Government Association.

The Parliamentarian will:

1. Be unanimously appointed by the Executive Board.
 - a) Be chosen through an unrestricted application process that will be open and advertised to all undergraduate students that have paid the student activities fee.
2. Non-voting member of the Executive Board.
3. Attend all Senate meetings.



SGA Constitution

4. Attend Executive Board meetings when necessary (e.g. prior to and during elections) or requested by the Executive Board.
5. Oversee and facilitate the Executive Board elections process in conjunction with the *Vice President*.
6. Oversee and facilitate Freshman Class Officer and Class Officer Election process in conjunction with the Vice President
7. Oversee and facilitate the At-Large Senator Elections which will be held in conjunction with the SGA Executive Board elections.
8. Determine the elections process before spring break.
9. Verifies elections packets for their involvement and signatures.
10. Advise the President on Senate procedural precedence and Robert's Rules of Order, and act as a resource during Senate meetings and in matters pertaining to parliamentary procedure.
11. Enforce parliamentary procedure at all Senate meetings and Executive Board meetings if necessary.
12. Be responsible for coordinating and running a Parliamentary Procedure workshop for all members of the Senate at the beginning of the fall semester.
13. Represent the SGA at public functions.
14. Assist the President in carrying out his/her duties.
15. Support and promote the mission of the Student Government Association.

The *Publicity Coordinator* will:

1. Be appointed, if deemed necessary, by a unanimous vote of the Executive Board.
 - a) Be chosen through an unrestricted application process that will be open and advertised to all undergraduate students that have paid the student activities fee.
 - b) May not hold an executive position in any SGA affiliated club or organization.
2. Be a non-voting member of the SGA Executive Board.
3. Attend all SGA Executive Board and Senate meetings.
4. *Publicize all SGA events and services.*
5. Work with the SGA Executive Board to update, improve, and develop the SGA website.
6. Work with the SGA Executive Board to update, improve, and develop *campus web-boards*/AXIS TV.
7. Work with the Secretary, the Office of Campus Life, the *Vice President*, and the clubs and organizations to keep an updated and detailed calendar of events online.
8. Monitor the campus posting and e-mail policies as governed by the college and SGA, and make appropriate rulings and/or penalties.
9. Work with the SGA Executive Board and the Secretary to produce newsletters and other media releases as necessary.
10. Work with the secretary to post the Executive Board minutes on the website prior to the next meeting.
11. Represent the SGA at public functions.
12. Assist the President in carrying out his/her duties.
13. Support and promote the mission of the Student Government Association.

SECTION 2: THE SENATE

A. COMPOSITION

1. The *President* will be the chairperson of the Senate
2. The *Senate* will consist of the following:
 - a) *SGA Executive Board*
 - i. *The Executive Board are non-voting members of the senate.*
 - b) *Club Senators*
 - c) *At-Large Senators*
 - i. *School Senators: Five At Large School Senators, one from each of the following schools: Arts, Sciences, Business, Education, Nursing*
 - ii. *Class Senators: Four senators, one from each class.*
 - d) *Class Officers*
 - e) *Non-Voting Student Organization Senators*
 - f) *Faculty Assembly Liaison*



SGA Constitution

3. *The Senate will vote on any issues and proposals brought forth, pertinent to it and the campus community.*
4. *The Senate will not vote on any financial matters.*
5. *The Senate will allow any member of the SGA, faculty, or staff to speak in front of the Senate with the recognition of the Senate Chair.*
6. *Senate meetings are open to all members of the Fisher Community, including students, faculty, and staff.*
7. *The Senate can close a meeting or portion of a meeting with a majority vote.*

B. PURPOSE

1. *The Senate will review and coordinate all activities of the Association.*
2. *The Senate will derive ideas, based on member input, that allow the students of St. John Fisher to have a voice in their Student Government and on their campus in general.*
3. *The Senate will revise and reconstruct this Constitution, as well as keep it up to Student Government Association standards.*
4. *The Senate will support the *Parliamentarian* in running all Executive Board, Class Officer Elections, and Senatorial elections, except for the *Director of Financial Affairs* and the *Director of Activities* who are elected within their own organizations/committee.*

SECTION 3: THE COUNCIL OF PRESIDENTS

A. COMPOSITION

1. The Council of Presidents will:
 - a) Will be headed by the Vice President, who will sit as a chairperson with the power to vote only in case of a tie.
2. Shall consist of the SGA Vice President, the President of every student organization affiliated by the SGA and one non-voting representative from the St. John Fisher Resident Student Association.
 - a) The representative from each student organization must attend every COP meeting, unless otherwise excused by the Council of Presidents Chair prior to the meeting.

A. PURPOSE

1. The purpose of this organization shall be to bring a representative of every Student Government Association affiliated club and organization to an open forum to promote cooperation and interaction. Through this forum
2. COP hopes to raise awareness of campus issues, share ideas and events among clubs, and keep them informed of SGA and Campus Life policies and procedures. The COP also handles the formation and implementation of new clubs and organizations along with the governance of said clubs and organizations.
3. Elect from within its designated club categories, club senators as outlined in article 2, section c, subsection ii of the Senate Constitution.

SECTION 4: JUDICIAL COUNCIL

A. COMPOSITION

1. The Judicial Council will consist of nine (9) members: Chief Justice, who will serve as chairperson and eight (8) Council Members who will have full voting power.
 - a) The chairperson will vote only in case of a tie.
2. One Judicial Council Member will be appointed from each of the following bodies: Senate, COP, Finance, SAB, and Class Officers (one from each executive board or officers may appoint a member of their class)
3. Its members must receive approval of the SGA Executive Board
 - a) The chair and members will hold their positions for a one year term ending on the last week of the Spring Semester regardless of when they took their position on the Judicial Council.
 - b) The members of the Judicial Council will be elected by the first week of April and will begin hearing all cases after the last week of the Spring Semester.
4. Immediately following elections, all Judicial Council Members (including Chief Justice) must participate in a training seminar facilitated by the senior Chief Justice.



SGA Constitution

5. The chair and the members of the Judicial Council will not hold the officer position of President in any student government organization and/or serve as chairperson of any committee.

a) An exception shall be made for any Justice who is a member of the Council of Presidents.

6. Members of the SGA Executive Board may not sit on the Judicial Council.

B. FUNCTIONS AND POWERS

1. Judicial Council meetings will be held bi-monthly and convene as needed according to cases.

2. The Judicial Council will hear all cases brought before it.

3. *Four Judicial Council Members and the Chief Justice will be assigned to each case. Council members assigned must be in a non-conflicting position.*

4. In matters relating to the SGA Executive Board, Senate, COP, and Finance Committee, the Judicial Council will have mediatory powers.

5. In matters relating to all other Student Government organizations, the Judicial Council will have original jurisdiction.

6. All decisions of the Judicial Council must be submitted in writing to all branches of SGA.

7. Any member of the Student Government Association (SGA) or SGA organization may bring suit against any other SGA member or organization

8. Will abide by the Impeachment Article if a time arises.

C. PURPOSE

1. The purpose of the Judicial Council is to hear and resolve grievances and/or disputes that arise between

SGA members and/or organizations that deal specifically with the Association and its functions.

SECTION 5: FINANCE COMMITTEE

A. COMPOSITION

1. The Finance Committee shall consist of twelve members, including the chairperson.

a) All members must be members of the SGA.

b) There must be three representatives from each class

c) The Chair counts as a class representative.

2. The Chairperson will head the Finance Committee.

B. PURPOSE

1. The Finance Committee will write and follow its own constitution and bylaws so long as any provision within said constitution or bylaws does not conflict with the SGA Constitution.

a) The Finance Committee constitution and bylaws must be approved by the SGA Executive Board by four-fifths (4/5) majority vote.

b) The Finance Committee may override this veto by a two-thirds (2/3) majority vote.

3. The Finance Committee will manage and allocate the Student Activities Fee according to its Bylaws.

4. The Finance Committee will create, maintain, and improve the budget process.

5. The SGA maintains the right to roll over all funds at the end of the fiscal year.

SECTION 6: CLASS OFFICERS

A. COMPOSITION

1. Each class shall have four representatives with the exception the senior class who shall have five if they so choose.

2. Class Officers will consist of the President, Vice-President, Secretary, and Treasurer.

3. Elections of the Class Officers will take place in ticket form as approved by the Executive Board and enforced by the *Parliamentarian*.

4. All Class Officers will be elected by the end of the first week of April except for the incoming freshman class.

a) Freshman class officers will be elected by the first week of October

B. FUNCTIONS AND POWERS

1. Class Officers will submit to the Finance Committee, for approval, all activities that require money drawn from the Student Activities Fees.



SGA Constitution

2. They will represent and carry out the needs and interests of their respective classes.

SECTION 7: STUDENT ACTIVITIES BOARD

A) Membership

All registered full-time and degree matriculating part-time students of St. John Fisher College who have paid an activities fee may be a member of the Student Activities Board. The Student Activities Board welcomes and encourages all students from the student body to participate in both the organization and the programming opportunities SAB provides.

B) Composition

1. It will consist of the Cabinet and the Committee Coordinators.
 - a. The Cabinet will consist of the President and the Vice-President
 - b. The Vice President will serve as the Director of Activities
 - c. The Committee Coordinators will consist of the Nitelife Coordinator, Films Coordinator, Spotlight Coordinator, Publicity Coordinator (A), Publicity Coordinator (B), Multimedia Coordinator, Trips Coordinator and Novelty Coordinator.
 - d. It will be headed by the President who shall sit as the chairperson and will not have voting power.
 - e. An advisor will be part of the organization as a non-voting member.
2. All faculty, staff, administration, and members of SAB and SGA are entitled to attend and speak at any SAB meeting, pending that they are recognized on the agenda.

C) Functions and Powers

1. It will require a quorum of at least 6 members to conduct business.
 - a. The four members must consist of 5 Coordinators and one Cabinet member.
 2. Review and coordinate all
 - b. activities of SAB;
 - c. SAB will be responsible for doing one community service project a semester.
 3. Be required to meet at least once a week.
3. Require a majority vote to pass all propositions that come before it; if there is a tie, the President will be the deciding vote.
4. Conduct elections according to the election policy, Article VI.
5. Delegate the President or Vice President as Student Activities Chair, which will be a voting member of the SGA E-Board and be required to attend all SGA E-Board meetings. (See section 1.G. for Student Activities Chair description).

D) Duties and Responsibilities

See SAB Constitution for individual responsibilities.

ARTICLE V: STUDENT ORGANIZATIONS

Any organization that has not been recognized by the SGA, or that does not comply with the statutes of the SGA, will not be permitted to use the name of St. John Fisher College.

SECTION 1: CLUBS

A. Rules for operation of recognized clubs and organizations.

1. Affiliated clubs and organizations will be open to all SGA members.
2. All clubs of the SGA will have a constitution, filed with the *Vice President*, containing at least the following:
 - a. Purpose
 - b. Membership
 - c. Organization
 - d. Officers
 - i. To include, but not be limited to: elections, length of terms, procedure for impeachment
 - e. Amending Process
3. Each club must meet at least four times a semester and have one activity a semester.
4. Each club must have four elected officers.
5. Each club must have an advisor.



SGA Constitution

6. *Recognized clubs will be open to all SGA members.*
7. *All organizations must follow the SGA constitution and guidelines.*
8. *Each club must have elections for officers completed by the first week of April.*
9. *A student may only be the president of more than one club or organization if extenuating circumstances leave only one individual eligible or able to hold the positions.*

B. Amending Procedure

All proposals of new organizations will be referred to the Vice President.

C. Budgeting Process

1. All clubs must submit a budget in accordance with the Finance Committee every year to be eligible for funding.
2. A newly affiliated club shall receive funding in accordance with the bylaws of the Finance Committee.
3. All student organizations must have new officer elections done and registered with the *Vice President* by the end of the first week of April.
4. In order to be registered, the following must be submitted: name, club, office elected to, and email address, box number or address, and year in school.

D. All student organizations must follow the Student Government Association Constitution.

ARTICLE VI: CONFLICT OF INTEREST

1. The President of SGA may not hold any other elected officer position or chairpersonship.
2. The *Vice President*, *Director of Student Services*, *Director of Financial Affairs*, and *Director of Activities* may not hold an elected office of any SGA affiliated organization outside of his/her respective group.
3. The *Vice President*, *Director of Student Services*, *Director of Financial Affairs*, and *Director of Activities* may not hold the office of President in any campus wide organization with the exception of any non-affiliated SGA honor societies. The *Director of Financial Affairs* may not hold the office of Treasurer of any campus wide organization.

ARTICLE VII: ELECTIONS:

1. Parliamentarian will conduct all Student Government Executive Board Elections (President, *Vice President*, *Director of Student Services*). They will also conduct all Class Officer Elections and at-large school and class senator positions as outlined in the Senate Constitution under article IV, section B.
 - a. The *Director of Activities* election will be held in the spring semester via SAB guidelines.
 - b. The SGA Executive Board Elections (President, *Vice President*, and *Director of Student Services*) and Class Officer Elections will be held in the spring semester by the first week of April.

ARTICLE VIII: VACANCIES

1. If for any reason the office of the President should become vacated, the *Vice President will fill the office*. The new President will appoint a *Vice President* from the Senior, Junior, and Sophomore members of the SGA within three days. This appointment must be unanimously approved by the other three members of the Executive Board, as well as approved by a two-thirds (2/3) of the Senate. If the appointment is rejected, the President must call for a re-vote or make a new appointment within three days after the appointment is rejected.
2. If for any reason the office of *Vice President* should become vacated, the President will appoint a new *Vice President* from the Senior, Junior, and Sophomore members of the SGA within three days. This appointment must be approved by two-thirds (2/3) majority vote by the *Senate* no more than two (2) weeks after the office is vacated. If the appointment is rejected, the President has three (3) days to make a new appointment, and the approval process is repeated.
3. If for any reason a Class President position is vacated, the Vice-President for that Class will fill the role of President. After the Vice-President fills the position of President, s/he must appoint a new Vice-President within seven (7) days, subject to approval of a majority of the Executive Board. If the Executive Board rejects the appointment, the Class President must make a new appointment within seven (7) days, again subject to the approval of the Executive Board.
4. If for any reason any other Class Officer Position is vacated, the Class President must appoint someone to fill the position, subject to approval as outlined in Article VIII, Section C.



SGA Constitution

5. If for any reason three (3) or more SGA Executive Board or Class Officer Positions are vacated, a new election must be held within two weeks.

ARTICLE IX: IMPEACHMENT

SECTION I

In order to impeach any member of the SGA Executive Board or Class Officer:

- a). "Proposition of Impeachment" must be submitted in writing and sponsored by any member of SGA to the Judicial Council
- b) It must name the accused, the sponsor, and explain the alleged misconduct.
- c) A 3/5 vote by Judicial Council passes the proposition as being legitimate. If legitimate continue.
 - i. Judicial Council has one week to vote upon the matter at hand.
- d). A copy must be given to the accused and each member of every branch of SGA
 - i. This copy does not have to include the name of the sponsor. (the sponsor may choose to be anonymous)
- e) During the vote on the "Proposition of Impeachment" the accused must step down from his/her duties.

A. SGA President:

1. The next in line of succession will chair the Executive Board and ensure that all branches vote on the "Proposition of Impeachment"
2. SGA non-president:
 - a). The president will convene the branch of the officer being impeached and ensure that each branch votes on the "Proposition of Impeachment".
3. Class Officers:
 - a) President- Vice President takes over responsibilities.
 - b) Other- President takes over responsibilities.

B. The "Proposition of Impeachment" must be passed by a majority vote in three of the four branches of SGA.

1. The branches include: Executive Board, *Senate*, and Finance Committee.
 - a) All branches must vote on the "Proposition of Impeachment" even if the required three branches have already passed said proposition.
2. All branches must vote within two weeks after the proposition is submitted to the Judicial Council.
3. The Chairperson of the Judicial Council will address the "Proposition of Impeachment" at all meetings of every branch when it is being debated and/or voted on.
 - a) The Chairperson will defend the legitimacy only.
4. The accused has the right to attend at least one meeting of each branch to defend him/her and may call witnesses in his/her defense.

C. If the "Proposition of Impeachment" passes, an Impeachment Hearing will be held by the Judicial Council no later than one week after the passing of the proposition.

1. A copy of the charges and date of hearing will be submitted for publication in the school news publication. Campus wide e-mail will also be used.
2. The hearing will consist of:
 - a) Defendant stating his/her case/reasons
 - b) Open to all SGA members
 - c) Include but not be limited to
 - i. Reading of the impeachment clause and documents validating each step (anonymity still allowed).
 - ii. Reading of charges
 - iii. No more than a 10 minute statement by the accused
 - iv. 30 minutes allowed for questions from the members of the Judicial Council
 - v. No witnesses may be called
3. A maximum of 2 hours are allowed for the trial unless unforeseen circumstances arise.
 - a) The decision forged by the Judicial Council will reign supreme with no chance for appeal.



SGA Constitution

4. If the Judicial Council is not recognized all responsibilities and duties rest upon the Vice President and the members of Senate.
5. A *third* party may be appointed by the president and advisor of SGA for the hearing if the Judicial Council is not active.

ARTICLE X: AMENDMENTS

- A. Any member of SGA may propose an amendment by submitting it to the *President*.
- B. Any Proposed Amendment to the Constitution will be debated by the *Senate* for no more than thirty minutes. A vote on the proposed amendment will take place at this meeting with a two-thirds (2/3) majority vote necessary for the approval of the proposed amendment.
 - a) The Approved Proposed Amendment must then be submitted to the Executive Board for ratification, which will occur through a majority vote. The Executive Board has two (2) weeks from the time the *Senate* approves the Proposed Amendment, or the Proposed Amendment is automatically ratified.

ARTICLE XI: RATIFICATION

- A. A new or a newly revised constitution may be passed and implemented by a vote of Ratification
- B. Said constitution must originate in the Senate
 1. It will be submitted to the following branches of Student Government Association for a vote:
 - a. *Senate*, Executive Board, Finance Committee, and Judicial Council.
 - b. At least three of which must vote.
 2. Upon submission each branch has one (1) week to discuss/deliberate before a vote is called.
 3. After the discussion/deliberation period has ended the constitution must be voted on as a whole
 - a) No part(s) may be changed unless authorized by the *President*.
 - b) If a change is authorized, all branches must vote on the newly adjusted constitution
 4. A constitution passes a branch with a minimum of a three-fifths (3/5) majority vote.
 5. In order for the constitution to be ratified it can have no more than one (1) branch vote in opposition of said constitution.
 6. If a branch does not vote within the time period, the branch is omitted from the voting process leaving only the votes from the remaining branches.
 7. Branches are allowed to postpone voting, with a unanimous vote (from said branch), for no more than one (1) week.
 8. Prior to each vote the *President* and/or appointed delegates from *Senate* will attend meetings of each branch to answer questions
 9. If a constitution does not obtain the required support there will be a motion tabling constitutional ratifications for one (1) week.
 10. If a constitution does obtain the required support it will fall under the Article XI "Supremacy Clause" and be the new constitution of the Student Government Association of St. John Fisher College as its supreme law of the Association.

ARTICLE XII: SUSPENSION OF THE RULES OF ORDER

- A. In the event of a gross oversight within or a misinterpretation of the constitution; the SGA Executive Board retains the right to suspend an article or clause of the constitution for a temporary period of time.
 1. Any concerns dealing with constitutional matters or order of the day may be brought to the Executive Board for a suspension.
 2. Said suspension must be approved by all voting members of the Executive Board (unanimous).
 3. If a rule is suspended; it may not remain in suspension for more than one semester.
 4. If a new semester or school year begins under a suspension that suspension is lifted.
 5. If a suspension is lifted due to time restraints or it is appealed by a unanimous vote from



SGA Constitution

- the Executive Board it may not be suspended again until one year later.
6. Upon suspension of a rule the Executive Board must notify all members of the Student Government Association as per what is suspended and the reasoning for the suspension.
 - a. The Executive Board has three days to complete the announcement.
 7. If a Rule of Order is suspended the Judicial Council and *Senate* both may veto said suspension with a unanimous vote.
 - a) An emergency meeting of both will be held within two days of the suspension
 - b) A unanimous vote may veto the Executive Board's decision.
 - c) If both branches are recognized as being "complete" unanimous vetoes from both branches are needed to override the Executive Board's decision.
 - d) In the case that the *Senate* or Judicial Council is not recognized as "complete" committees only one of them is needed to veto.

ARTICLE XIII: SUPREMACY CLAUSE

A. The Constitution of the Student Government Association of St. John Fisher College is the supreme law of the Association. All other constitutions, by-laws, resolutions, or decrees passed by any branch or organization of the Association must comply with the regulations as laid out in the said Constitution.

ARTICLE XVI: NON-DISCRIMINATION CLAUSE

The St. John Fisher College Student Government Association admits students without regard to race, creed, gender, sexual orientation, nationality, ethnic origin, or physical challenge. The said Association also neither supports nor participates in any form of hazing whatsoever.

Amendments to the SGA Constitution

Amendment I:

Adoption of the Judicial Council Bylaws and Modification of Judicial Council Provisions for the Council of Presidents Representative

IN RECOGNIZING the need for a more sound judicial system to hear and resolve grievances that may arise from the members of the Student Government Association, it was the will of the students to create a Judicial Council to protect its members from abuses of functions, policies, and procedures of the Student Government Association and its members.

THEREFORE, it is in the interest of the student body and the members of Student Government Association to amend the Constitution by adopting these set of bylaws governing the SGA Judicial Council.

IN ADDITION, upon consideration of the qualifications of the position of Justice within the Judicial Council, which restricts a member to hold a position as President in any affiliated SGA club or organization; an exception shall be made for any Justice who is a member of the Council of Presidents.

HEREBY, the Senate embraces these amendments to the Constitution of the Student Government Association.

Proposed by Matthew C. Lengen, Class of 2011 Officer Senator
Approved by Edward A. Sundquist, Chief Justice
Amendment passed on February 21, 2008



SGA Constitution

Amendment II:
Modification of Election Provisions for the
SGA Executive Board and School Senator Positions

IN RECOGNIZING a discrepancy in the Student Government Association Constitution, the student body seeks to be more inclusive of the population that wishes to run for an elected office by amending its various parts that bar certain students from participating in student government.

THEREFORE, it is in the interest of the student body to amend the election provisions contained in Article IV-1D.3 (Elections) to read as follows:

3. Those students wishing to run for SGA office must be recognized by the Parliamentarian as *either* having a minimum of one (1) year of prior involvement in a Student Government recognized and affiliated club/organization by the time they will take office *or by being on an SGA recognized and affiliated executive board by the end of the fall semester.*
 - a. Involvement is classified as being an Executive Board member or a general member of a Student Government recognized and affiliated club/organization. One school year is defined as two full semesters (i.e. beginning of September through April 15th when new officers take office).
 - i. These requirements are to be verified by the Parliamentarian.

(a.) If a member wishes to run for any Student Government Association office, their involvement, as defined in Article IV-1D.3 (a), must be verified by the Parliamentarian.

IN ADDITION, Article IV-6A.4 shall be amended as follows:

4. All Class Officers will be elected *no later than April 15*, by the end of the first week of April except for the incoming freshman class.

FURTHERMORE, in regards to the Senate Constitution of the Student Government Association, Article IV-B.1-2 shall be amended as follows:

1. *School Senator elections* will be held in conjunction with SGA Executive Board elections in the spring.
2. The Freshman Class Senator will be elected during Freshman Class Officer Elections in the fall. (Moved underneath section 2)
2. Class Senator elections will be held in conjunction with class officer elections in the spring.
 - i. The Freshman Class Senator will be elected during Freshman Class Officer Elections in the fall.

(Italics are added text while strikethroughs are removed text)

HEREBY, the Senate embraces these amendments to the Constitution of the Student Government Association.

Proposed by Rebecca E. Slater, Constitutional Review Committee, Arts Club Senator
Approved by Edward A. Sundquist, Chief Justice
Amendment passed on February 21, 2008