

## **CONSTITUTION**

### **ARTICLE I. NAME**

Section 1. The name of this organization shall be the Endicott College Student Government Association, hereafter referred to as SGA.

### **ARTICLE II. PURPOSE**

Section 1. The purpose of SGA shall be the following:

- a. To act as the primary student voice at Endicott College
- b. To promote and sponsor services for the student body
- c. To recognize and support student clubs and organizations

Section 2. Non-discrimination Clause: Consistent with its mission, all applicable federal and state laws, and College policies, this organization does not tolerate unlawful discrimination against or harassment of any students or staff on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, physical ability, mental ability, or other characteristics protected by federal or state law.

### **ARTICLE III. ORGANIZATIONAL STRUCTURE**

Section 1. The executive officers of this association shall be the President, the Vice President, the Speaker of the Senate, Finance Chair and Communications Chair.

Section 2. There shall be a Finance Board comprised of a Finance Chair and necessary appointees.

Section 3. There shall be a Communication Board comprised of Communications Chair and the necessary Directors.

Section 4. There shall be a Student Senate chaired by the elected Speaker of the Senate and comprised of thirty Academic, Residential, and Commuter Senators including the Senate Pro Tempore, and the Parliamentarian. The Speaker shall be responsible for chairing the proceedings of the Senate.

- a. The number of Senators shall be 12 Academic, 16 Residential and 2 Commuter.

Section 5. There shall be an Elections Committee chaired by the Director of Elections. Members of the Elections Committee will be determined by the Director of Elections and the current SGA executive board.

### **ARTICLE IV: ELECTIONS**

Section 1. The procedure for Elections is stated in the SGA Elections By-laws.

Section 2. The President, Vice Presidents, Speaker of the Senate, Academic Senators shall be elected annually in the spring semester to be held at least four weeks before the final day of classes in the academic calendar. Officers elected in the spring shall take office during the final two weeks of the academic year and serve for one calendar year.

- a. Academic senators shall be elected by the undergraduate student population. Each student shall vote for the Senator of that student's respective school. The apportionment of senators between the schools

shall be determined by the proportion of students in each respective school. The proportion shall be reassessed each year by the Elections Committee.

- Section 3. The Residential and Commuter Senators shall be elected annually in the fall semester to be held before the first official Senate meeting, at least four weeks after the first day of classes in the academic calendar. Officers elected in the fall shall take office immediately and serve for the academic year.
- a. Residential Senators shall be elected by the undergraduate student population. Each student shall vote for the Senator of that student's respective residential area. The apportionment of senators between the areas shall be determined by the proportion of students in each respective area. The proportion shall be reassessed each year by the Elections Committee.
  - b. Commuter Senators shall be elected by the undergraduate student population. The apportionment of Commuter Senators shall be determined by the proportion of students living off campus relative to those living on campus. The proportion shall be reassessed each year by the Elections Committee.

#### **ARTICLE V. APPOINTMENT OF SGA OFFICERS**

- Section 1. There shall be a selection committee made up of officers of the outgoing SGA executive board and the newly elected President, Vice-President and Speaker of the Senate. This committee is responsible for the selection of the Finance Chair and Communications Chair.
- Section 2. These selections are subject to the approval of the Student Senate.

#### **ARTICLE VI. ORDER OF SUCCESSION AND VACANCY PROCEDURE**

- Section 1. The order of succession to the Presidency shall be: the Vice President, the Speaker of the Senate, then the Senate Pro Tempore.
- Section 2. In the event of a vacancy, either by resignation or dismissal, in the position of Vice President, Speaker of the Senate, or elected Senator, the office shall be declared vacant by the Student Senate. A new appointment shall be proposed by the President and approved by the Student Senate, passing with a simple majority vote. The newly appointed office shall serve in an apprenticeship capacity in the supervision of the resigning officer, if appropriate, but will not assume the full authority of the office until the date of the actual resignation or dismissal.
- Section 3. In the event of a vacancy, either by resignation or dismissal, of the President, the designated officer, as determined by the aforementioned order of succession, shall take his or her place. The vacant position, within the Executive Board, will then be filled by the above-mentioned procedure.

#### **ARTICLE VII. EXECUTIVE BRANCH**

- Section 1. The President shall:
- A. Be the official liaison between the student body and the administration.

- B. Have the power to veto any motion passed by the Senate, subject to a two-thirds override by the Senate.
  - C. Be the primary agent responsible for the functioning of SGA.
- Section 2. The Vice President shall:
- A. Serve as the student representative on college committees as deemed necessary
  - B. Oversee student clubs & organizations processes
- Section 3. The Speaker of the Senate shall:
- A. Preside over the Student Senate
  - B. Be responsible in accordance with the Senate Bylaws
- Section 4. The Communications Chair shall:
- A. Oversee all communication matters involving the Student Government Association
  - B. Design, create, and implement all marketing campaigns for SGA
- Section 5. The Finance Chair Shall
- A. Oversee all financial matters for the Student Government Association
  - B. Make decisions regarding funding for clubs and organizations in accordance with the Finance Board By-laws
    - 1. Each member shall have one vote and decisions shall be made by a majority rule. The Finance Board Chair shall be the tie-breaking vote.
    - 2. Decisions of the Finance Board shall be approved by a simple majority of the Student Senate.
- Section 6. All Directors listed under the Vice President, Communications and Finance Boards shall be considered members of the SGA Leadership Team and report to their respective Chairs.
- Section 7. All elected Senators shall not be considered members of the SGA Leadership Team and shall report to the Speaker of the Senate.
- Section 8. Other duties of the SGA Executive Branch shall be outlined in the SGA Bylaws.

## **ARTICLE VIII. LEGISLATIVE BRANCH**

- Section 1. The legislative body of the Student Government Association shall be known as the Student Senate of the Student Government Association of Endicott College.
- Section 2. The Student Senate shall be composed of duly elected and approved representatives. Representatives shall be:
- a. The Speaker of the Senate, Academic Senators, Residential Senators and Commuter Senators.
  - b. Non-voting, ex-officio members shall be the Executive Board of SGA.
    - a. Liaison positions shall be determined at the discretion of the Speaker of the Senate. Liaison members may include, but are not limited to, Campus Activities Board, Residence Hall Association, and Athletics.
- Section 3. The Student Senate shall have the power to:
- a. Legislate rules and regulations that govern the individual members and groups of SGA in accordance with the Student Code of Conduct and other College regulations.

- b. Ratify chairpersons and committee members with a two-thirds majority vote of the members present of the Student Senate.
- c. Grant, withhold, or rescind recognition of any student club or organization of SGA in accordance with the Student Code of Conduct.
- d. Approve by a simple majority vote of the total membership the distribution of funds for student clubs and organizations prepared by the SGA Finance Board.
- e. Initiate amendments to this Constitution.
- f. Establish rules for its own proceedings.
- g. Ratify by a simple majority vote appointments and dismissals made by the SGA President.

- Section 4. There are three standing committees that are comprised of members of the Student Senate. Those committees are the Student Life Committee, the Academics Committee and the Clubs & Organizations Committee.
- Section 5. No act of the Student Senate shall be valid unless there is a quorum present. A quorum shall consist of the two-thirds majority of the Student Senate's total membership at the time of the meeting.
- Section 6. All Student Senate meetings shall be open to the Endicott College community.
- Section 7. The Student Senate shall meet regularly, as deemed necessary by the SGA Speaker of the Senate, during the fall and spring semesters, when school is in session, with no more than fourteen days passing between the time each meeting has been called.

**ARTICLE VIII. ADVISOR**

- Section 1. The Advisor(s) to the Student Government Association and the Student Senate shall be representative from the Division of Student Affairs. They shall:
- a. Have advisory and recommending responsibilities
  - b. Act as liaison(s) between SGA, the faculty, and the administration

**ARTICLE IX. AMENDMENTS**

- Section 1. This Constitution may be amended in the following way:
- a. Any member of SGA, who is entitled to full participation in its activities may, at any regular meeting of the Student Senate, submit a proposed amendment.
  - b. The Student Senate must approve the proposed amendment, no sooner than the next meeting, by a two-thirds majority of its voting membership.

**ARTICLE X. RATIFICATION**

- Section 1. Initial ratification of this Constitution shall be a two-thirds majority of the Student Senate.