

ROANOKE COLLEGE STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

PREAMBLE

The Student Government Association of Roanoke College exists under the authority of the Board of Trustees and its designated Executive Officers in order to: form a representative, cohesive, and engaging student government; act on behalf of students' needs and interests; establish partnerships with members of the faculty, staff, administration, and trustees; support the mission of the institution; and uphold the college's standards of honesty, respect, and personal responsibility. These missions are hereby established in this Constitution.

Article I: Name, Objectives, Membership

Section I. Name

- A. The name of this organization shall be the Roanoke College Student Government Association, hereafter in this Constitution referred to as the "SGA."

Section II. Purpose & Objectives

- A. The purposes and objectives of the SGA shall be:
 1. To equitably represent the interests of the student body;
 2. To advise and make recommendations to college officials on policy matters;
 3. To provide a forum for relevant campus issues that is accessible to all students;
 4. To increase communication and collaboration among student groups for the implementation of student initiatives;
 5. To promote scholarship, service, citizenship, and leadership among the body;
 6. To contribute to the sense of community and connection across campus;
 7. To promote the total well-being of each student.

Section III. The College Electorate

- A. All full-time students of Roanoke College shall be party to the Student Government Association and as so, be subject to this Constitution and its official documents;

Article II: Governmental Composition and Structure

Section I. The Executive Board

The Executive Board of the SGA shall consist of:

1. The President
2. The Vice President
3. The Attorney General
4. The Treasurer
5. The Secretary

Section II. The Senate

The Senate, as the voting body, shall be composed of the Class Senators, the Department Senators, and the District Senators. The powers of this body and the requirements of its members are given in Article V of this document.

Section III. The Committees

A body of committees shall exist, overseen by the Executive Board. These committees shall be governed according to the statutes on committees with their powers and compositions enumerated therein. At the discretion of the President or the Senate, ad hoc committees may be established.

Section IV. The Cabinet

The Cabinet shall be composed according to Article VII of this document.

Section V. Advisor

The SGA shall have an advisor from the Office of Student Affairs and may designate other advisors from the College community as the Senate deems necessary.

Section VI. Student Advisor

The SGA shall also have Student Advisors from all previous Executive Boards, who must still be full-time students, to offer advice and counsel to the SGA and Executive Board.

Article III: Eligibility & Succession

Section I. Eligibility

The following requirements must be met by each individual according to their office.

- A. No person except a full-time student shall be eligible to an Office of the SGA;
- B. No person shall be eligible to that Office, who has attained a Student Conduct Suspension, been placed on Student Conduct Probation, or has been found to have committed an Academic Integrity Violation until a period of time equal to one academic semester has passed following the end of the Suspension or Probationary period;
- C. No person shall be eligible to that Office, who has been removed from their office.
- D. All persons seeking an Office of the SGA Executive Board shall have served with the SGA in an elected or appointed position for at least one semester before assuming office;
- E. All persons seeking the office of President or Treasurer must have served two consecutive or nonconsecutive semesters as a member of the SGA;
- F. No person may hold more than one elected office at a time.

Section II. Succession

A. Should the President resign, be removed from office, or be unable to carry out their duties, the Office shall devolve on the Vice President, who shall appoint a new Vice President subject to confirmation by the Senate, from the remaining members of the Executive Board.

- 1. Should the Vice President wish to abdicate this position, the office of President shall be devolved to an Executive Officer of the Vice President's selection.

B. Should the Vice President, Attorney General, Treasurer, or Secretary resign, be removed from office, or be unable to carry out their duties, the President shall appoint a replacement subject to confirmation by the Senate.

C. Should a Senator resign, be removed from office, or be unable to carry out their duties, the Executive Board will appoint a member of the college community that fulfils the eligibility requirements.

Article IV: The Executive Board

Section I. Election of the Executive Board

- A. The SGA Executive Board shall be elected by the College Electorate with a simple majority vote annually.
- B. Statute will determine the day(s) on which the College Electorate shall vote.

Section II. The President of the Student Government Association

- A. Executive Power shall be vested in the SGA President.
- B. The duties of the Student Body President shall be:
 - 1. To be the principal representative and liaison to students, faculty, staff, alumni, the Board of Trustees, and the community of the Roanoke Valley;
 - 2. To exercise administrative responsibility for the implementation of the agenda of the SGA;
 - 3. To serve as the Chairperson of the Executive Board;
 - 4. To oversee the Cabinet and serve as Chairperson;
 - 5. To serve as a member of the Student Life Council;
 - 6. To serve, upon request, as the official representative of the SGA to college committees and functions, student groups, and Board of Trustees Meetings;
 - 7. To attend the regular meetings of the college faculty;
 - 8. To make all official appointments, as approved by the Senate, as outlined in the Constitution to ensure the adequate and efficient administration of SGA related functions and institutions;
 - 9. To establish, under the auspices of SGA, ad hoc committees to address pressing student issues which may arise and do not fall under the jurisdiction of the Standing Committees herein established;
 - 10. To report regularly to the Senate.

Section III. The Vice President SGA

- A. The duties of the Vice President shall be:
 - 1. To preside over the Senate as the President;
 - 2. To oversee and coordinate all activities of the Senate;
 - 3. To coordinate and set the agenda for all Senate Meetings;

4. To vote on Senatorial resolutions only in the event of a tie;
5. To serve as chief representative of the Senate to the Executive Board;
6. To serve as a liaison between SGA Committee Chairs and the Executive Board
7. To oversee and serve as an ex-officio member of the SGA committees;
8. To promote the agenda of SGA and the Student Body President at campus events;
9. To help establish and enforce guidelines for ad hoc committees and serve as an ex-officio member;
10. To serve as the SGA President in the event that the President is unable to fulfill their duties or is removed from office;
11. To appoint a new Vice President who shall be confirmed by the Senate or a new President should they wish to abdicate the position who shall be confirmed by the Senate.
12. To prepare all submitted legislation in the proscribed senate format;
13. To act as an investigator against the Attorney General, should charges be filed against them, in accordance with Article VIII, Section A, 3.

Section IV. The Attorney General of the SGA

A. The duties of the Attorney General shall be:

1. To act as chief parliamentarian of SGA;
2. To oversee all SGA elections unless they themselves are running. Responsibility shall then be turned over to another member of the Executive Board not running for election and chosen by the Attorney General;
3. To be responsible for ensuring the legality of SGA activities with respect to all SGA;
4. To initiate investigative procedures for removal from office in accordance with Article VIII;
5. To convene, appoint, and oversee the Constitution Committee;
6. To serve on various college committees/councils and represent the college at various functions as requested by college officials.

Section V. The Treasurer of the SGA

A. The duties of the Treasurer shall be:

1. To maintain books on SGA budget in conjunction with the Office of Student Affairs;
2. To report regularly to the Senate on budgetary matters;

3. To serve as chairperson of the Treasury Committee;
4. To serve as a member of the Student Life Council;
5. To serve on various college committees/councils and represent the college at various functions as requested by college officials;
6. To hold annual budgetary meetings with all campus clubs and organizations under the preview of the SGA.

Section VI. The Secretary of the SGA

A. The duties of the Secretary shall be:

1. To record all minutes of the Senate meetings and distribute to appropriate Parties;
2. To record all minutes of the Executive Board meetings when appropriate;
3. To serve on various college committees/councils and represent the college at various functions as requested by college officials;
4. To maintain all SGA files.
5. To maintain a complete and accurate record of all resolutions which are formally considered by the Senate;

ARTICLE V: The Legislative Branch

Section I. Election of the Senate

- A. The Senate shall be elected by a plurality of the seat's constituency as prescribed by statute and the Executive Board.
- B. Statute will determine the day(s) on which the College Electorate shall give their votes.

Section II. The Legislature

- A. All legislative powers herein granted shall be vested in the Senate of the Student Government Association.

Section III. The Senate

The Senate shall consist of:

- A. Four non-voting members:
 - 1. President of the SGA;
 - 2. Attorney General of the SGA;
 - 3. Treasurer of the SGA;
 - 4. Secretary of the SGA.
- B. Vice President of the SGA
- C. Class Senators, one from each class, each with one vote
 - 1. One Senior Class student
 - 2. One Junior Class student
 - 3. One Sophomore Class student
 - 4. One Freshman Class student
- D. Academic Department Senators, one from each Recognized Academic Department, as well as a Senator At-Large, each with one vote.
- E. District Senators, representing the residential areas on and off campus,
 - 1. Districting and seat distribution shall be determined by the Executive Board.
- F. Non-voting Student Advisors
 - 1. Student Advisors shall be previous Executive Board Officers, who do not have intent to run for office in the future nor who hold an Office in the SGA.

Section IV. Duties of Senators

A. The duties of the Senate shall be:

1. To represent the interests of the student body;
2. To voice student concerns regarding academic affairs;
3. To establish its own rules of procedure;
4. To review the requests of student organizations wishing to become officially recognized and send its recommendations to the Student Life Council;
5. To review all requests from student organizations for funds and send its recommendations to the Student Life Council;
6. To serve on at least one SGA committee;
7. To act as an arbitrator of disputes between various recognized student organizations;
8. To review and approve the operating budget of SGA;
9. To vote on all resolutions presented to the Senate;
10. To meet with the college faculty or staff member responsible of their jurisdiction.
11. To maintain quorum, 50% plus one of members present, in order to vote on any matter.
12. The Senate will meet no less than twice a month.

ARTICLE VI: Committees

Section I. Types

A. Standing Committees

1. The SGA Standing Committees shall be thusly:
 - a. Student Advancement;
 - b. Internal and Executive Operations;
 - c. Treasury;
 - d. Public Relations.
2. Then Student Advancement committee shall be assigned the President as a nonvoting ex-officio member.
3. The Internal and Executive Operations committee shall be assigned the Vice President and Attorney General as nonvoting ex-officio members as determined by the course of the committee. The Vice President will serve during regular business and the Attorney General during investigations conducted by the committee.
4. The Treasury committee shall be assigned the Treasurer as the nonvoting ex-officio member and committee chair.
5. The Public Relations committee shall be assigned the Secretary as the nonvoting ex-officio member.

B. Ad Hoc Committees

1. Additional ad hoc committees shall be created whenever the President or Senate deems it necessary, in order to ensure the efficient functioning of SGA. The leadership of this committee shall be confirmed by a simple majority vote of the Senate.

C. Constitution Committee

1. The duties of the Constitution Committee shall be determined by the Attorney General annually. Members of this committee shall be SGA members and shall be selected by the Attorney General.

Section II. Composition

A. Each Committee shall consist of:

1. A Chairperson, voted on by the Senate and appointed to a committee by the Executive Board, except in the case of the Treasury committee or Ad Hoc committee or Constitution committee.
2. At least one member of the Executive Board as a nonvoting ex-officio member;
3. A minimum of three active Senators;

4. Student members as deemed appropriate by the committee chair.

Section III. Duties

A. To seek student input from constituents falling under the jurisdiction of their respective committees;

B. To continually improve student and campus life through the resources and appropriate channels of their committee.

C. Further duties of the committees shall be set by statute and internal constitutions and rules of order set-by and voted-on by members of the committee.

ARTICLE VII: The Cabinet

Section I. Composition

A. The Cabinet shall consist of:

1. President;
2. Vice President;
3. Attorney General;
3. Treasurer;
4. Secretary;
5. Chairpersons of all standing and active ad hoc committees;
6. Additional Cabinet members shall be appointed by the President.

Section II. Duties

A. The duties of the Cabinet shall be:

1. To serve in an advisory manner to the President;
2. To serve as an open forum to address any concerns of the Cabinet, faculty and staff, and the student body;

ARTICLE VIII: Vacancies and Removal From Office

Section I. Removal of Senators

A. Petitions of Removal

1. Upon receipt of a petition containing the signatures of ten percent of an elected official's constituency, the Attorney General shall begin an investigation into the questioned affairs of the official.
2. The Attorney General shall report their findings to the Senate.

B. Votes of No Confidence

1. If the Senate shall, by two-thirds vote, show no-confidence in an elected official, the Attorney General shall begin an investigation into the questioned affairs of the official.
2. The Attorney General shall report their findings to the Senate.

C. Failure to Fulfill the Duties of Office

1. If an official is repeatedly absent from meetings or fails to fulfill their post, the Attorney General shall begin an investigation into the questioned affairs of the official.
2. The Attorney General shall report their findings to the Senate.

D. Removal from Office

1. If two-thirds of the Senate shall decide after hearing the investigation report of the Attorney General that there shall be adequate grounds for dismissal, the elected official in question shall be removed from office.

E. Replacement of Elected Officials

1. After an elected official has been removed by SGA, the Attorney General shall operate in accordance with Article III, Section II of the Constitution.

Section II. Removal of Executive Board Officers

A. Votes of No Confidence

1. If the Senate shall, by a two-thirds vote, show no confidence in an Executive Board Officer, the Attorney General shall begin an investigation into removal of the Officer.
2. The Attorney General shall report their findings to the Senate.
3. Should the Officer in question be the Attorney General, the Vice President shall conduct the investigation and report their findings to the Senate.

B. Removal from Office

1. If two-thirds of the Senate shall decide after hearing the investigation report that there shall be adequate grounds for dismissal, the Officer in question shall be removed from office.

C. Replacement of Executive Board Officers.

1. After an Officer has been removed by SGA, the position shall be filled by appointment of the President.

Section III. Attendance

A. Senators are thusly required to attend all Senate, committee meetings, and programs set by the Executive Board. Failure to attend will result in the following;

1. After two unexcused absences as determined by the Executive Board, the Attorney General will release an official warning and meet with the Senator or Officer in question;
2. Should the Senator or Officer suffer three unexcused absences as determined by the Executive Board, the Attorney General will begin proceedings to remove the Senator or Officer from their office after confirmation from the Executive Board or remainder of the Executive Board in the case for officers.

ARTICLE IX: Parliamentary Procedure

Section I. Robert's Rules of Order

A. All meetings of SGA shall be conducted under Robert's Rules of Order and overseen by the Attorney General.

Section II. Quorum and Voting

A. Quorum shall be fifty percent plus one of voting SGA members.

B. Voting

1. All voting members of the SGA shall receive one vote.
2. All resolutions must be passed by a simple majority vote and approved by the President.
3. If the President does not approve of a resolution, the President shall return the resolution to the Senate with a reason for disapproval.
4. The Senate may override the decision and pass the resolution without the President's approval with a 2/3 majority vote.

Section III. Resolutions

A. Resolutions may be initiated by any student but must be co-authored by a voting member of the Senate.

Section IV. Statutes

A. The Senate shall have the power to enact and alter Rules of Order pursuant to this document.

ARTICLE X: Amendments and Revisions

Section I. Initiation of an Amendment to the Constitution

A. An amendment to this Constitution may be presented by any member of the Senate.

Section II. Ratification of the Amendment by the Senate

A. In order to appear on the ballot for a referendum, any proposed amendment must receive a two-thirds majority vote by the Senate.

Section III. Ratification of the Amendment or Constitution by the Student Body

A. A proposed amendment shall appear in its complete written form in a referendum vote after approval by the Senate.

B. A simple majority vote of those voting from the Student Body shall be required for ratification of any proposed amendments.