Student Government Association
of
Gardner-Webb University

Constitution

Preamble and Purpose
We, the students of Gardner-Webb University, in order to establish a more effective student government, to achieve a higher degree of democratic government, to protect the individual rights of each student, to bring about a participatory understanding with the administration and faculty and staff, to promote responsibility, self-control, and loyalty, do, hereby, adopt the following Constitution.

The purpose of this Constitution shall be to represent the rights and opinions of the student body in a manner consistent with the mission of Gardner-Webb University, to provide for appropriate student activities, and to join with the administrators, faculty and staff and of the University in building a stronger, more effective educational community. This purpose is supported by the Division of Student Development at Gardner-Webb University.

Article I-Name
The name of this organization shall be the Student Government Association of Gardner-Webb University.

Article II-Membership and Organization
Section A
The Association shall be composed of all traditional undergraduate day students of Gardner-Webb University and shall be governed by this Constitution.

Section B
The branches of the Student Government Association shall consist of the Executive Council and the Student Senate.

Article III-Powers
Section A

The Student Government Association shall have the power to make such legislation, resolutions, recommendations, and endorsements as it deems necessary, and to perform such other acts as it deems necessary to fulfill the responsibilities and duties set forth in this Constitution.

Section B

The Student Government Association and the Student Body shall be advised that the Board of Trustees has final authority in all matters governing Gardner-Webb University, with fair procedures guaranteed.

Article IV-Executive Officers

Section A (Authority and Guidelines)

1. The Executive Officers of the Association shall be the President, Vice-President, Secretary, Treasurer, and the Parliamentarian. These officers along with the Staff Advisor to the Executive Officers shall make up the Executive Council.
2. All executive power shall be vested in the President of the Student Government Association.
3. The Executive Officers shall be members of the Association and have an overall GPA of no less than 3.00; officers must also be free from disciplinary probation at the time of the election.
4. The Executive Officers shall hold office for a term of one year provided eligibility for the office is maintained. A member placed on disciplinary probation may not serve in his/her position during the probation period.
5. The Executive Officers, upon election, will be informed of the responsibilities and parliamentary procedures of the Student Government Association.
6. The officers of the Executive Council shall establish a basic structure of order by which Senate meetings shall operate. The structure shall reflect, as designated by the Executive Officers, Robert's Rules of Order.

Section B (President)

1. The President shall be a rising senior at the time he/she takes office. If no senior wishes to run for the office of President, the position will be opened to the junior class. If no junior wishes to run, the position will be opened to the sophomore class.
2. The President shall have at least one semester of prior experience in the Student Senate of Gardner-Webb University. If no such candidate is found, the office of President will be open to any member of the student body eligible to run.
3. Authorities and Duties of the President of the Association shall be as follows:
   a. The President shall present a tentative specified, goal-oriented plan for the upcoming year to the Student Senate.
b. The President shall report all activity and decisions carried out by the Executive Council to the Student Senate at each regularly scheduled meeting.

c. In the absence of the President, the Vice-President shall read the required report.

d. The President of the Association may recommend to the Student Senate legislation for consideration.

e. The President may call the Student Senate into special session – and may also cancel any pre-scheduled Senate meetings.

f. The President of the Association, or his/her appointee, shall represent the Association at all functions where the Association is expected to be present.

g. The President may create any needed committees. Such committees must, however, be approved by a majority vote of the senate.

h. Whenever a position of the Student Government Association becomes vacant, the President shall nominate a replacement. The replacement(s) must be confirmed by a two-thirds vote of the Senate.

i. Nominees for chairs of Student Government committees shall be appointed by the President.

j. The President of the Association shall call Executive Council meetings as he/she deems necessary.

k. The President reserves the power to establish Executive membership expectations. The Executive expectations must be followed by all Executive Council members except when they conflict with this Constitution.

l. The President reserves the power to approve and/or dismiss any or all Senate expectations proposed by the Vice-President.

m. The President shall have the authority to veto or to approve legislation for the Student Senate provided that he/she exercises such authority within ten days following the passage by the Senate, such, however is subject to an override by the Senate with a two-thirds vote.

n. The President shall appoint student representatives upon request by the division of Student Development as required.

4. Should the office of President become vacant, the Vice-President shall be elevated to the office of President, for the un-expired term.

**Section C (Vice-President)**

1. The Vice-President shall be a rising Junior or Senior at the time he/she takes office. If no junior wishes to run, the position will be opened to the rising sophomore class.

2. The Vice-President shall have at least one semester of prior experience in the Student Government Association of Gardner-Webb University. If no such candidate is found, the office of Vice-President will be open to any member of the student body eligible to run.

3. Authorities and Duties of the Vice-President shall be as follows:

   a. The Vice-President shall serve as the Chair of the Student Senate and shall preside over this body. The only time the Vice-President shall cast his/her vote in the Senate is in the event of a tie.

   b. The Vice-President has the authority and responsibility of creating the agenda for each meeting.

   c. The Vice-President shall nominate a Parliamentarian to the Senate body who shall be affirmed by a majority vote.
d. The Vice-President shall become acting-President upon determination by the President or a two-thirds majority vote of the Student Senate membership if the President is temporarily unable to serve.

e. In the absence of the Vice-President, the Parliamentarian shall serve as the Chair of the Student Senate for the duration of the meeting.

f. The Vice-President establishes the time(s), date(s), and location(s) for all bi-monthly Senate meetings.

g. The Vice-President reserves the power to establish Senate expectations, which are subject to approval by the President. Senate expectations must be followed by all Senate members except when they conflict with this Constitution.

Section D (Secretary)

1. The Secretary shall be at least a rising sophomore at the time of election.

2. The Secretary shall have at least one semester of prior experience in the Student Government Association of Gardner-Webb University. If no such candidate is found, the office of Secretary will be open to any member of the student body eligible to run.

3. Authorities and Duties of the Secretary shall be as follows:
   a. The Secretary shall keep all official records and conduct correspondence for the Student Government Association.
   b. In the absence of the Secretary, the Secretary shall designate someone to record the minutes of the meeting. If he/she is not available to designate someone, the Vice President will designate someone to take the minutes.

Section E (Treasurer)

1. The Treasurer shall be at least a rising sophomore at the time of election.

2. The Treasurer shall have at least one semester of prior experience in the Student Government Association of Gardner-Webb University. If no such candidate is found, the office of Treasurer will be open to any member of the student body eligible to run.

3. Authorities and Duties of the Treasurer shall be as follows:
   a. The Treasurer shall serve as bookkeeper for all funds associated with the Student Government Association.
   b. The Treasurer shall report to the Student Senate at each regularly scheduled meeting.
   c. The Treasurer may propose suggested measures for acquiring additional revenue.
   d. In the absence of the Treasurer, the Secretary shall read the required report.
   e. The Treasurer shall appoint a Funding Council consisting of non-executive Student Government Association officer. There shall be one representative from each class plus a representative at large.
   f. The Treasurer shall serve as the Chair of Club Congress.
Section F (Parliamentarian)

1. The Student Senate shall elect one Parliamentarian, nominated by the Vice-President of the Student Government Association, who must be approved of by a simple majority vote each year to serve for a period of one year.
   a. Qualifications of the Parliamentarian
      1. The Parliamentarian shall be a Junior or Senior. If a junior or senior is unavailable to commit, a sophomore may qualify for the position.
      2. Before appointed to the position, the Parliamentarian must be able to demonstrate a thorough understanding of Robert's Rules of Order.
   b. Authorities and Duties of Parliamentarian
      1. The Parliamentarian shall enforce rules of order during Senate Meetings in accordance with the way in which the Executive Officers previously established.
      2. The Parliamentarian shall abide by Senate Expectations.

Section G (Association’s Advisors)

1. The Advisor to the Executive Officers of the Student Government Association shall be the Vice-President And Dean of Student Development or his/her designee.
2. The Student Senate shall elect one Faculty Advisor by a simple majority vote each year to serve for a period of one year.

Article V-Student Senate

Section A (Authority)

1. The Student Senate of the Association shall be composed of the Class Presidents, Class Vice-Presidents, two Senators from each class, and two Senators at large.
2. Members of the Senate reserve the power to vote.
3. All members of Senate shall be members of the Association and have an overall GPA of no less than 2.00; members must also be free from disciplinary probation at the time of election.
4. All legislative power shall be vested in the Student Senate of the Student Government Association.

Section B (Class President)

1. The President of each class shall be a member of the class for which he/she is elected at the time beginning of the first full semester in which they serve, either by hours or by normal progression. (For example, a third year student with senior status may run as a junior or senior.)
2. Presidents shall hold office for a term of one year provided eligibility for the office is maintained. A member placed on disciplinary probation may not serve in his/her position during the probation period.
3. The President of each class shall call and preside over all class meetings. He/she is responsible for all class activities, specifically those of Homecoming.
4. Each class President shall meet with the respective Class Senators and the President of the Student Government Association or the SGA President's appointed representative once each semester.
5. The President of each class must appoint a Vice-President, who shall preside over class meetings and Senate meetings in the absence of the President. The President's appointment must be confirmed by a two-thirds vote of the Senate.

Section C (Class Vice-President)

1. The Vice-President is responsible for assisting in leadership and the taking of any delegation given to him/her by the Class President. The Vice-President of each class shall also serve as bookkeeper for all funds pertinent to class activities and shall keep a record of class meetings, one copy of which is to be kept on file by the Executive Secretary.
2. The Vice-President of each class shall preside over class meetings in the absence of the President.
3. The Vice-President must adhere to all Senate expectations and rules. In the case of a class President’s absence during a Senate meeting, the Vice-President may exercise all class Presidential powers and abilities.
4. Should the office of President become vacant, the Vice-President shall be elevated to the office of President for the un-expired term.

Section D (Class Senators)

1. A Senator shall be a rising member of the class for which he/she is elected at the time beginning of the first full semester in which they serve, either by hours or by normal progression.
2. A Senator shall hold office for a term of one year provided eligibility for the office is maintained. A member placed on disciplinary probation may not serve in his/her position during the probation period.

Section E (Senators-at-Large)

1. Two Senators-at-Large will be appointed to represent the student body as a whole. One shall be appointed by the Executive President, and the other shall be appointed by the Executive Vice-President.
2. The appointees shall be approved by the Senate by a two-thirds majority vote.
3. A Senator shall hold office for a term of one year provided eligibility for the office is maintained. A member placed on disciplinary probation may not serve in his/her position during the probation period.
Section F (Senate Guidelines)

1. The Student Senate shall meet bi-monthly, which will be scheduled by the Vice-President of the Executive Council. Additional meetings of the Student Senate may be scheduled or cancelled at the request of the President or a majority vote of the Senate.
2. Two thirds of the Senate shall constitute a quorum for legislation; i.e., of the 18 voting members of the Senate, there must be 12 present.
3. The Student Senate shall open its meetings to the Student Body, allowing participation by the Student Body.
4. The Vice-President may create his/her own Senate attendance policy, which is subject to approval by the Executive Council.

Section G (Removal from Office)

1. Upon serious violation of University policies or Student Government Association expectations:
   a. A Senate member may be removed from his/her position by a simple majority vote of the Executive Council, Faculty Advisor, and Staff Advisor.
   b. An Executive Council member may be removed from his/her position by a majority vote of 5 by the remaining members of the Executive Council, the Faculty Advisor, Staff Advisor, and VP/Dean of Student Development.
   c. The decision of (a. or b.) to remove a member from office must be upheld by a two-thirds majority vote of the Senate.

Section H (Governing)

Robert's Rules of Order shall govern all proceedings of the Senate except when they conflict with this Constitution.

Article VI- University Appeal Board

1. The University Appeal Board shall ensure the protection of student rights by hearing appeals resulting from original disciplinary action that has been taken as a result of Campus Code of Conduct violations.
2. The University Appeal Board shall be composed of 12 members: however, only 7 members (3 students, 2 faculty members, and 2 staff members) shall convene per hearing. These members shall be randomly selected by the President of the Student Government Association. The student members on the Board shall be appointed by the President of the Association on a 2:2:2 ratio from the three rising upper classes, respectively. The student members will then be screened and approved by the VP/Dean of Student Development. The term of the student members shall be one year, however, a student member may serve more than one term. The 6 voting faculty and staff members (3 faculty and 3 staff) shall be appointed by the VP/Dean of Student Development.
3. All student members must have an overall 2.00 GPA overall standing at Gardner-Webb University at the time of appointment and be free from disciplinary probation.
4. Authorities and Duties of the University Appeal Board shall be as follows:
a. By a simple majority vote, the University Appeal Board may vote not to hear and appeal and, thereby, uphold the original decision and sanction. In the event that the University Appeal Board votes to hear the appeal, the Board reserves the right to decrease or increase the sanction at its discretion. The decision of the Appeal Board is final.

b. A simple majority shall convene a decision during any convening session of the Appeal Board.

Article VII-Committees

Section A

1. Committees shall be established by the Student Senate as deemed necessary or may be established by the President of the Student Government Association with the approval of the Senate.
2. All students shall report about their respective committees to the President of the Student Government Association when the President deems it necessary.
3. All committees shall meet twice a month during the weeks when the Senate does not meet. Exceptions must be approved by the Vice-President.
4. Committees must report during SGA meetings and send in minutes to the Executive Secretary.

Section B (Faculty Committees)

1. The President of the Student Government Association shall appoint the SGA representatives on faculty committees given there are no SGA volunteers.
2. Any student representative to a Faculty Committee who has two unexcused absences from the committee meetings will be replaced by an appointment from the President of the Association.
3. All other committees, which either consist entirely of students or require student representatives, will be appointed by the President of the Association with the approval of the Student Senate by simple majority vote.

Article VIII- Elections

Section A (General Election Guidelines)

1. A general election shall be held on the date designated by and at a place approved by the Elections Committee.
2. A general election shall be open to those undergraduate day students eligible to vote in each race. The election shall be conducted by secret ballot. The candidate receiving the most votes in each race shall be declared the winner and elected to the position won.
3. Results of the election shall be posted for as long as deemed necessary by the Elections Committee.
4. Any candidate that wishes may receive and/or observe a recount of the ballots for his/her respective race so long as the request is made within forty-eight hours of the posting of the results.

Section B (Student Government Elections)

The elections of the Executive Officers, Senators, and Class Officers shall follow the guidelines of a general election unless otherwise stated in this Constitution.

Section C (Executive Council Elections)

1. The election of the Executive Officers shall be conducted during one of the first ten Dimensions programs of the spring semester under the care and responsibility of the Elections Committee.
2. The elections of the Executive Officers shall be open to all undergraduate day students eligible to vote.

Section D (Senators and Class Presidents)

1. The election of the Senators and Class Presidents shall be conducted following the election of the Executive Officers during the Spring semester of the year before they would serve.
2. Each class will vote for its respective Senators and Class Officers.

Section E (Freshman Senator and President Elections)

1. The election of the Senators and Class Presidents of the Freshman Class shall be conducted during New Student Orientation at a time and place designated by the Executive Council.
2. The election shall be conducted by the Executive Officers of the Student Government Association.

Section F (Tie Elections)

1. In the event of a tie in the Executive Officers election, the Student Senate shall decide by voting for those candidates that are tied. The candidate receiving the most votes shall be declared the winner and elected to the position won.
2. In the event of a tie in the Senator and Class Officers elections, the current Student Senate shall decide by voting for those candidates that are tied. The candidate receiving the most votes shall be declared the winner and elected to the position won.

Article IX-Campus Clubs

1. All student clubs and organizations must be established through the Student Government Association.
2. Each potential organization must submit a constitution to the Executive Council for approval. If approved, the constitution will then be submitted to the Student Senate for approval by simple majority.
3. Upon approval, the constitution will then be submitted to the VP/Dean of Student Development for final review.
4. Clubs must maintain Club Congress rules and guidelines as mandated by the Student Government Association and Club Handbook.

Article X-Process of Routing Legislation in the Student Government Association

1. The following procedures are to be followed by the Executive Board and the Student Senate in regards to initiating legislation for recommended changes to policies and regulations of Gardner-Webb University S.G.A.
2. The legislation for proposed changes should be submitted to the Chair of the Senate to be included on the Senate agenda.
3. The Chair or the Senate will appoint a committee to research the legislation for proposed changes. The appointed committee is understood to be Ad Hoc.
4. The Student And Campus Life Committee of the faculty may assist in new legislation suggesting recommended changes if the Student Senate deems this as necessary. If this step is taken, following the SCLC’s assessment of the legislation, it will be returned to the Ad Hoc Committee reflecting the views of the SCLC.
5. The Chair of the Student Senate will call for a status report on the legislation for proposed changes at the next meeting of the Senate.
6. When the legislation for proposed changes is presented on the floor of the Student Senate, the Senate will then act on the proposal. A simple majority vote will constitute an affirmative vote.
7. The President shall have the authority to veto or to approve legislation for the Student Senate, provided that he/she exercises such authority within ten days following passage by the Senate.
   a. A veto may be overridden by a two-thirds majority vote of the membership of the Senate, provided such action is taken within twenty days and during the same regular university session of the veto. The lack of a two-thirds majority will deny the proposed legislation.
   b. Failure to veto legislation within ten days of passage by the Senate constitutes approval.
8. Following an affirmative vote by the Student Senate, the proposed changes will then be submitted to the Vice-President And Dean of Student Development.

Article XI-Amendments

Section A

A proposed amendment may be submitted to the Student Senate by the Executive Officers of the Student Government Association, by a petition bearing the signatures of ten percent of the traditional undergraduate student body, or by the Senate via a committee.
**Section B**

The amendment shall be ratified by the Student Senate by two-thirds majority vote and shall be considered official when the VP/Dean of Student Development affirms the Senate's request.