



SAVANNAH STATE UNIVERSITY
UNIVERSITY SYSTEM OF GEORGIA
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SAVANNAH, GA 31404

**Student Government Association
2011-2012**

STUDENT GOVERNMENT ASSOCIATION CONSTITUTION
(Approved by SGA Executive Board and Senate
After 2 readings on 04.12.05 and 04.19.05)
Approved by President's Cabinet on 08.15.05
Amended after 3 readings on 11.15.11, 11.29.11 and 11.30.11

PREAMBLE

We, the students of Savannah State University, in order to produce a more effective student governing body, to express the general interest of the Student Body, to encourage a harmonious Student-Faculty-Administration relationship, to provide for full student participation in student government, and to stimulate growth among students toward progressive citizenship do, ordain and establish this Constitution of the Student Body of Savannah State University.

ARTICLE I NAME, MEMBERSHIP AND COMPOSITION

The name of this organization will be the Student Government Association of Savannah State University, (hereinafter referred to as the SGA). It will consist of three (3) distinct and separate branches: the Executive Branch, the Student Senate or Student Senate, and the Judicial Branch. The term of office for the SGA shall begin with the Fall Semester and end with the Summer Semester of the next calendar year.

ARTICLE II JURISDICTION

All registered students of Savannah State University, who pay Student Activity Fees, make up the Student Body who shall be subject to the Student Body Constitution.

ARTICLE III PURPOSE

The purpose of the Student Government Association (SGA) is to serve as representatives of and to act in the best interest of the student body. The SGA is charged with addressing the issues and concerns of the student body to SSU Administration, faculty and staff, as well as the Board of Regents of the University System of Georgia and to the Savannah-Chatham Community. Additionally, the Student Government Association shall provide governmental, academic, judicial, cultural and social services to the student body, as well as budget and manage funds allocated for the benefit of the student body.

ARTICLE IV EXECUTIVE BRANCH

Section I Purpose

The purpose of the Executive Branch is to enforce all approved bills and policies of the Student Government Association through the creation of an Executive Board who shall meet bi-weekly to formulate plans for executing approved legislation. The Executive Board should also engage the student body by convening one (1) student forums per month, open to the entire student body to address student's concerns and up-date students on matters relating to the University and the SGA. Furthermore, the Executive Board is charged with devising action plans for addressing student concerns obtained from the student forums.

The role of the Executive Board is as follows:

1. The Executive Board must approve or veto all actions of the Student Senate before such actions will have the force of law.
2. Should the Executive Board fail to act upon a Student Senate decision of which it has been notified the Student Senate decision will have the force of law after the 10th day from the date of notification.
3. Bills/proposals originating in the Executive Board have the force of law only after Student Senate approval.
4. The Executive Board members must participate and be prepared to brief the student body during scheduled presidential forums.

Section II Membership

The Executive Board will consist of the elected offices of President, Vice-President, Chief Justice, and Miss Savannah State University. Additionally, the President shall have the authority to appoint Cabinet members for the positions of Business Manager, Executive Secretary, and Press Secretary. The Student Senate must approve all presidential appointments. Should the Student Senate fail to convene or fail to either accept or reject the Presidents nominee within 7 calendar days after notification then the nominee shall be appointed.

Section III President

The role of the President is as follows:

1. The President of the Student Government Association will serve as Chairperson of the Executive Board and will call and preside at all Executive and joint Executive-Legislative meetings and will vote only in the case of a tie.
2. The President will provide the student body with information concerning the operation and activities of the Student Government Association and about general University/System-wide issues, through Student Government Forums held at least twice per month.
3. The President will have dialogue with the President of the University at least once per month to keep abreast with issues affecting the University.
4. The President will present to the Student Senate on the seventh week of both regular academic semesters a comprehensive report on the State of the SGA.
5. The President will be bound by the oath of office to provide leadership for the student body, this Constitution and any amendments made thereto, as well as, all Savannah State University and Board of Regents policies.
6. The President will appoint students to represent the University at Intercollegiate and National activities and will inform the Student Senate of such appointments.
7. The President must execute bills approved by the Executive Board and passed in the Student Senate.
8. The President shall have veto power over all legislation passed by the Student Senate within ten (10) school days.
9. The SGA President along with the Student Government Advisor shall be the only authorized signatory on all financial transactions.
10. The President will appoint and receive Ambassadors and appoint non-policy posts without Student Senate approval.

11. The President will have the power to nominate appointments to any elected office in the event that no one seeks to run for that office with the approval of the Student Senate.
12. The President shall have the right to declare a state of emergency and to use such powers deemed necessary until the next regularly scheduled meeting of the Student Senate. The circumstances that constitute a State of Emergency include and are limited to failure of the Student Senate to convene, which shall reach a quorum in order to conduct business.
13. The President will have the power to call emergency meetings.
14. The President shall have the power to call the Student Senate to a special session.
15. In case of the removal of the President of the SGA from office or in case of the President's absence, resignation, death or inability to discharge the duties of the office, the line of succession is as follows: Vice-President of SGA, Vice-Chairperson of the Student Senate, Senior Class President, and the Junior Class President.
16. The President is authorized to act in the best interest of the student body and the SGA during the summer months. All decisions made will be subject to Legislative approval for continuation throughout the fall and spring Semesters.
17. The President shall attend all scheduled workshops, retreats, and seminars, conferences that are approved by the university.
18. The President will receive room and board.
19. The SGA President will be supervised by the Vice-President for Student Affairs or his/her designee.

Section IV Vice-President

The role of the Vice-President shall be as follows:

1. The Vice-President will serve as Chairperson of the Student Senate and will call and preside over all meetings, of the said body and only vote in the case of a tie.
2. The Vice-President will have dialogue with the Vice-Presidents of Student Affairs at least once per month to keep abreast with issues affecting the University.
3. The Vice-President will keep the Student Senate abreast of communications received by the Executive and Judicial Branches, regarding University Affairs.
4. The Vice-President must act in accordance with the directives in bills passed by the Student Senate and approved by the Executive Branch.
5. The Vice-President will delegate responsibility to the Student Senate members as necessary for the proper functioning of the SGA.
6. The Vice-President will have power to levy fines on Senator for tardiness or absence from any portion or all of the regular scheduled Student Senate Meetings (refer to Article V Section III).
7. The Vice-President will have the authority to suspend, for the remainder of a meeting, any Senator who exhibits excessively disorderly conduct. Excessively disorderly conduct is not abiding by the rules established by this Constitution or by the rules agreed upon and adopted by the Senate.
8. The Vice-President may appoint a committee to execute a desired SGA function in accordance with the stated purposes of this Association.
9. The Vice-President will work in close consultation with the President of the SGA.
10. As a member of the Executive Board, the Vice-President will present bills passed by the Student Senate to the Executive Board for approval or veto. The Vice-President will keep the Executive Board and the President informed of all Student Senate activities.
11. In case of the removal of the Vice-President of the SGA from office or in the case of the Vice-President's absence, resignation, or death or inability to discharge the duties of the office, the line of succession is as follows: Vice-Chairperson, Senior Class President, and Junior Class President.
12. The Vice-President will have the authority to act in the best interest of the student body and the SGA during the summer months. All decisions made will be subject to Legislative approval for continuation throughout the fall and Spring Semesters.
13. The Vice-President will serve as Chair for Student Organizations and Activities Resources (SOAR) Committee.
14. The Vice-President shall attend all scheduled workshops, seminars, and conferences, retreats that are approved by the university.

15. The Vice-President will receive a stipend.

Section V Chief Justice

The role of Chief Justice includes, but is not limited, to the following:

1. The Chief Justice will serve as the chair of the Judicial Branch and will call and preside over all meetings of the Judicial Branch.
2. The Chief Justice will have dialogue with the Assistant Vice-President for Student Affairs of the University at least once per month to keep abreast with issues affecting Judicial Affairs.
3. The Chief Justice will participate in a training program in conjunction with the Assistant Vice-President for Student Affairs for the participants in the University Judicial System.
4. The Chief Justice will have the authority to appoint a minimum of 8, but limited to 12, Judicial Board Members, subject to Student Senate approval.
5. The Chief Justice will keep the Judicial Branch abreast of communications received by the SGA, regarding University and Judicial Affairs.
6. The Chief Justice will recommend Board members to the Coordinator of the Residential Judicial Board or the Assistant Vice-President for Student Affairs to serve on hearing panels.
7. The Chief Justice will review constitutional, bylaw amendments, and Student Government Guideline questions with the Judicial Board that relate to Student Government Association and make appropriate recommendations.
8. The Chief Justice will serve as the General Administrative Officer for the Residential and the University Student Ethics Judicial Boards.
9. The Chief Justice will cite precedents for the Judicial Boards.
10. The Chief Justice, along with the Associate Chief Justices, will advise students of their rights when they have been charged with an offense.
11. The Chief Justice will evaluate the Judicial System at least once each Semester.
12. The Chief Justice will be aware of reports of violations to any campus Student Ethics Board involving Level III violations.
13. In case of the removal of the Chief Justice of the SGA from office or in the case of the Chief Justice's absence, resignation, or death or inability to discharge the duties of the office, the Senior Associate Justice shall reside as the New Chief Justice, subject to the Student Senate's approval.
14. The Chief Justice will have the authority to act in the best interest of the student body and the SGA during the summer months. All decisions are subject to Legislative approval in order to continue throughout the fall and spring semesters.
15. The Chief Justice shall attend all scheduled workshops, retreats, seminars conferences that are approved by the university.
16. The Chief Justice will serve on the University's Mediation Committee.
17. The Chief Justice will receive a stipend in an amount decided by the Student Senate.

Section VI Miss Savannah State University

The role of Miss Savannah State University, hereafter referred to as Miss SSU, shall be as follows:

1. Miss SSU will represent the Student Government Association and the University at official functions, thus serving as the official ambassador of the University and the Student Government Association.
2. Miss Savannah State University will serve as the Chair of the Queen's Coalition, which will consist of Class Queens and all Campus Queens.
3. Miss SSU along with the Class Queens, Campus Queens and the advisor of Miss SSU will organize the Miss Savannah State University and Miss Freshman Pageant.
4. Miss SSU shall receive a stipend to cover the expenses of her attire for the coronation and other activities and events.

5. During each regular semester, Miss SSU will be required to perform at least three (3) community service projects that must be designed to support her platform on which she was elected and shall enhance the Savannah State Community and/or the Community at large.
6. Miss SSU should submit a list of tentative community service projects for approval by the Miss SSU Queen's Coalition, the Student Senate, and the Executive Board of SGA. Each project is to be documented and reported to SGA and the Miss SSU Queen's Coalition.
7. In case of removal from office or resignation, death, or other inability to discharge the duties of Miss SSU, the line of succession shall be the runner-up from the Miss SSU ballot of the current term. If there are no other candidates, or the runner-up either declines or is ineligible to be Miss SSU, the title shall go to Miss Senior of the current academic calendar year.
8. Miss SSU will receive room and board and a monthly.
9. Miss SSU shall attend all scheduled workshops, retreats, seminars conferences that are approved by the university.

ARTICLE V CLASS OFFICER AND OTHER POSITIONS

Section VII Class Presidents The role and responsibilities of the Class Presidents are stated in Article V, Section III, of this Constitution.

Section VIII Executive Secretary

The President of SGA, subject to the approval of the Student Senate, will appoint the Executive Secretary.

The role of the Executive Secretary shall be as follows:

1. The Executive Secretary will prepare the agenda for meetings, keep and read the minutes of meetings, and notify members of elections or appointments to offices.
2. The Executive Secretary will also be responsible for maintaining communications between branches with respect to instructions and reports, and act as custodian of the records, and perform all other duties as assigned by the President of the SGA.

Section IX Press Secretary

The President of SGA subject to approval by the Student Senate will appoint the Press Secretary.

The role of the Press Secretary shall be as follows:

1. The Press Secretary will handle all public relations involved with the SGA.
2. The Press Secretary will handle all correspondence and the distribution of information to the student body.
3. The Press Secretary will work closely with the Executive Secretary, the Public Relations Officer of the Student Senate, and Press Secretary of the Judicial Branch.

Section X Business Manager

The President of SGA, with Executive Board and Student Senate approval, will appoint the Business Manager.

The role of the Business Manager shall be as follows:

1. The Business Manager will keep an accurate record of all Income and Expenditures of SGA.
2. The Business Manager will meet once a month with the Student and Academic Services Budget Officer for the purpose of being knowledgeable of the University's budget process, the preparation of financial reports and the reconciliation of budget records.
3. The Business Manager will give a full Weekly Financial Report to the Executive Board and the Student Government Advisor.

4. The Business Manager will prepare a full Monthly Financial Report and make it available to the student body, during scheduled SGA Forums and via the Student Government Association Website and Savannah State's closed circuit television station: channel 15. The Monthly Financial Report shall be made available on the first day of every month school is in session and shall remain posted for ten (10) days thereafter.
5. The Business Manager should be notified of all financial transactions that are processed and signed with authorized signatures by the President of the SGA and the Student Government Advisor.
6. The Business Manager will submit all budget transactions to the Student and Academic Services Budget Officer for verification of funding and approval.

Section XI Advisor

The SGA advisor shall be the Vice-President for Student Affairs or his/her designee. The Advisor shall attend Executive Branch meetings, hold regularly meetings with the SGA President and co-sign requests for expenditures of Student Government Association funds.

ARTICLE VI STUDENT SENATE

Section I Purpose and Composition

The Student Senate is the law making body of the Student Government Association, and will be called the Student Senate. The Student Senate shall be comprised of Class Officers, and representatives of all registered campus organizations.

Section II Powers and Responsibilities of the Student Senate:

The Student Senate empowered to:

1. Appropriate all funds of the Student Government, subject to approval of the SGA President. All appropriation bills must originate in the Senate. Appropriation Bills require a simple majority vote to pass or fail. Bills properly voted on in the Senate that are passed shall be forwarded to the Executive Board for final approval. Bills that are not approved by the Senate shall be made subject to a referendum (at the sponsors request and cost) refer to Article XI.
2. Enact legislation necessary for the welfare and progress of the student body and make recommendations to the administration concerning any phases of student life over which it does not have the power to legislate. Legislative proposals must originate in the Senate. A simple majority vote is all that is required to pass or deny a legislative bill. If the Senate fails to act on the Bill within seven (7) days of receiving the Bill then it shall be forwarded to the Executive Branch for approval. If the Executive Board fails to act on the Bill within seven (7) days then the legislation shall be adopted.
3. A two-thirds (2/3) vote of the Student Senate shall override any presidential veto and such bills will have force of law.
4. During voting meetings, only one representative per registered organization may be present to vote for their respected organizations.
5. The Student Senate shall also have the power to create committees deemed necessary to perform its functions.
6. The Student Senate will nominate and vote on each student that is represented on the Student Organization & Activities Resources Board (SOAR) Committee.

SECTION III Membership and Standing Rules

The Student Senate shall consist of a Chairperson, Vice Chairperson, Secretary, Public Relations Officer, Parliamentarian, Class Officers, and Representatives of Student Organizations. The Vice-President of the SGA shall serve as Chairperson of the Student Senate and has the power to appoint the Vice-Chairperson and the Parliamentarian.

The Senate shall promulgate its own rules regarding meeting times, order of business and all other parliamentary matters. However, the following rules shall apply to the Senate and no other rules can conflict with or supersede these rules without an amendment to this Constitution:

1. Each member shall have only one (1) vote;
2. Chairperson(s) vote only in case of a tie
3. The Senate shall be comprised of the Class Officers and one member from each registered campus organizations. Each organization must apply for membership to the Senate and agree to be bound by the rules herein and established by the Senate.
4. No member of the Senate shall be absent from a regularly scheduled meeting more than two (2) times without a valid excuse or without providing advance notice of the absence. After the third absence that member shall lose their seat in the Senate. Any senator who loses their seat due to absences shall also be stripped of their Class Office and shall be replaced by the Class President, who shall nominate a successor who must be approved by the Senate. If a Representative of a Student Organization is stripped of their seat due to absences then the organization they represent shall also lose their seat and must re-apply and pay a \$75.00 re-application fee to regain their seat in the Senate.
5. The Senate shall sponsor bi-weekly residence meetings, alternating between each residence facility on campus, to engage the student body and discuss issues and concerns they have as well as to disseminate information pertinent to the student body.

Section IV Vice-President

The roles and responsibilities of the Vice-President, also called the Chairperson, are stated in Article IV, Section IV, of this Constitution.

Section V Vice Chairperson

The Vice-President of SGA will appoint the Vice Chairperson. In the absence of the Chairperson, the role of the Vice Chairperson shall be to have all authority and privileges as the Chairperson over the Student Senate.

Section VI Student Senate Secretary

The Vice-President of SGA will appoint the Student Senate Secretary

The role of the Student Senate Secretary shall be as follows:

1. The Student Senate Secretary will prepare the agenda for meetings, keep and read the minutes of meetings, and notify members of elections or appointments to offices.
2. The Student Senate Secretary will also be responsible for maintaining communications with respect to instructions and reports, and act as custodian of the records, and perform all other duties as assigned by the Vice-President of the SGA.

Section VII Student Senate Public Relations Officer

The Vice-President of SGA will appoint the Student Senate Public Relations Officer.

The role of the Public Relations Officer shall be as follows:

1. The Student Senate Public Relations Officer will handle all public relations concerning the Student Senate.
2. The Student Senate Public Relations Officer will handle all correspondence and the distribution of information to members of the Student Senate.
3. The Student Senate Public Relations Officer will work closely with the Press Secretary of the Executive Branch and the Press Secretary of the Judicial Branch.

Section VIII Parliamentarian

The Vice-President of SGA will appoint the Parliamentarian.

The role of the Parliamentarian shall be as follows:

1. The Parliamentarian will ensure that all Student Senate meetings, forums and business is conducted in an orderly manner in accordance with this Constitution and the rules and regulations established and agreed upon by the Student Senate.
2. The Parliamentarian will work closely with the Chief Justice in the Judicial Branch

Section IX Student Senate

Each organization in the Student Senate shall designate one member from its body, by whatever means established by the organization, to serve as its Representative in the SGA. The Director of Student Programs and Organizations shall provide a list of registered student organizations annually. As new organizations are established, this Constitution shall be amended, in accordance with the procedure set forth in Article VII, Section I of this Constitution to include the newly established organization and allow it's representation in the Student Senate.

The role of the Student Senate shall be as follows:

1. Each member in the Student Senate will keep all constituents informed of SGA legislation, administrative action, and all other issues of concern, directly or indirectly affecting the student body.
2. Each member of the Student Senate should be aware of their constituents' needs and propose programs to address those needs.
3. Each member of the Student Senate will be made aware of all SGA programs.
4. Each member of the Student Senate should perform duties as assigned by the Chairperson

Section X Requirements of Organizations/Clubs to Obtain Representation

All organizations or clubs must meet the following requirements for admission as voting members of the Student Senate:

1. The organization or club must have at least five (5) active members.
2. The organization must present the name of its representative to the Student Senate to the Vice-President of the SGA at the beginning of the Academic year.
3. The organization or club must have a Constitution on file with the Student Senate at the beginning of each Academic year.
4. The organization must have a definitive purpose that does not conflict with university guidelines, policies, or procedures.

ARTICLE VII JUDICIAL BRANCH

Section I Name, Purpose and Composition

The Judicial Branch of the Student Government Association shall be called the Judicial Board and will work with the University's Student Ethics Board to oversee Student Ethics and the entire Student Government Association. The Student Judiciary exists only to serve and protect the rights of the student body without limitations. The Judicial Board shall be comprised of a Chief Justice, elected by the student body and eight (8), to twelve (12), Associate Justices nominated by the Chief Justice and approved by the Student Senate.

The role of the Judicial Board shall be as follows:

1. Review the SGA constitution periodically in making sure that the Student Government is in accordance with its constitutional purpose, and to validate its actions.

2. The Judicial Board shall have the power to recommend any appropriate changes to the Student Government Constitution to maintain order within the Student Government Association by ensuring the Association has an up-to-date Constitution, Bylaws, and/or Guidelines to guide its functioning.
3. Adjudicate Level III cases involving student violations of University's rules and regulations in concert with the Residential Hall Judicial Board.
4. Act as a representative of the student body to the Assistant Vice-President for Student Affairs to ensure that students have sufficient representation in the judicial processes of the University by closely observing the actions of the University's Student Ethics Board.
5. Act as a representative of the student body to the SSU Campus Police, by bringing concerns, thoughts, and issues regarding campus safety, police procedures and guidelines.
6. Promote an environment that provides public safety and danger awareness for students
7. Analyze the judicial state of Student Government Association and Savannah State University and present appropriate Bills, Proposals, Resolutions and/ Recommendations to the Student Senate, Executive Board and/or the University for consideration.
8. The Student Judicial Branch shall also have the power to create committees, as needed.
9. To resolve disputes regarding the interpretation of this Constitution or any other law, legislation, or act that may be in conflict with this constitution.

Section II Chief Justice

The role and responsibilities of the Chief Justice are stated in Article IV, Section V, of this Constitution.

Section II Judicial Secretary

The Chief Justice of the SGA will appoint the Judicial Secretary, also known as the Senior Associate Justice.

The role of the Judiciary Secretary shall be as follows:

1. The Judiciary Secretary will prepare the agenda for meetings, keep and read the minutes of meetings, and notify members of scheduled Judicial Board Meetings.
2. The Judiciary Secretary will also be responsible for maintaining communications between branches with respect to instructions and reports, and act as custodian of the records, and perform all other duties as assigned by the Chief Justice of the SGA.

Section III Judicial Press Secretary

The Chief Justice of SGA will appoint the Judiciary Press Secretary, also known as a Senior Associate Justice.

The role of the Judicial Press Secretary shall be as follows:

1. The Judicial Press Secretary will handle all public relations involved with the Judicial Board.
2. The Judicial Press Secretary will handle all correspondence and the distribution of information to the student body involved with the Judicial Board.
3. The Judicial Press Secretary will work closely with the Editor of the Tiger's Roar, the Press Secretary of the Executive Branch, and the Public Relations Officer of the Student Senate.

Section IV Associate Justices

The role of the Associate Justices:

1. The Associate Justices, through appointment by the Chief Justice, will participate in hearing judicial cases assigned to them.
2. The Associate Justices shall have the responsibility of maintaining contact with the Chief Justice, and for furnishing the Chief Justice with current and pertinent Judicial Affairs Information.

3. All Justices shall have the responsibility of knowing the Judicial Board activities at all times.
4. Justices must be familiar with the Code of Student Ethics and the SGA Constitution.

ARTICLE VIII QUALIFICATIONS FOR OFFICE

Section I Classification

Any Savannah State University student obtaining 30 credit hours or less is to be considered a freshman. Any Savannah State student obtaining between 31-59 credit hours is considered sophomores. Any Savannah State student obtaining between 61-89 hours is considered juniors. Any Savannah State University student obtaining more than 90 credit hours is considered a senior. Graduate students are those students enrolled in the Savannah State University Graduate's Program.

Section II Requirements

Any student running for an elected position must be enrolled, registered full-time at Savannah State University and must meet the following qualifications:

1. SGA President: Any Savannah State Student running for SGA President must have a minimum of 48 credit hours by the first day of the fall semester of his or her prospective term. He/she must have a minimum of 24 credit hours earned at Savannah State University with a minimum grade point average of 2.50. The student must not have been found in violation of Student Code of Conduct Level I or Level II offenses by the Student Ethics Board System during their enrollment. The candidate must be enrolled as a full-time student during the semester he/she is seeking office.

2. SGA Vice-President

Candidates running for Vice President at Savannah State University must meet the same requirements as those running for SGA President.

3. SGA Chief Justice

Any Savannah State Student running for SGA Chief Justice must have a minimum of 48 credit hours by the first day of the fall semester of his or her prospective term. The candidate must have a minimum cumulative grade point average of 2.5 or better at the time of declaration of candidacy. The student must not have been found in violation of Student Code of Conduct Level I or Level II offenses by the Student Ethics Board System during their enrollment. He or she should have the knowledge of parliamentary procedure and should possess excellent leadership skills and sense of fairness and honesty.

4. Miss Savannah State University

Candidates running for Miss Savannah State University must have a minimum of 75 credit hours by the first day of the fall semester of their prospective reign. She must have a cumulative grade point average of 2.5 or better at the time of declaration of candidacy. The student must not have been found in violation of Student Code of Conduct Level I or Level III offenses by the Student Ethics Board System during their enrollment. She must be single and without out children at the time of campaign and during her reign. All candidates for Miss Savannah State University must be female and have been born female.

5. Class Attendants (Freshmen, Sophomores, Juniors, Seniors)

Candidates running for Class Attendants must meet the same requirements as Miss Savannah State University and must be members of their respective classes at the time they take office.

6. Class Officers

- a. Class Presidents: Candidates seeking a Presidency must meet the same qualifications required for SGA President Candidates with the exception that he or she must be a member of his her respective class at the time he or she takes office.
- b. Class Vice-President: Candidates seeking a Vice Presidency must meet the same requirements as the Class President.
- c. Treasurer: Candidates seeking Treasurer must meet the same requirements as the Class President.
- d. Secretary: Candidates seeking Secretary must meet the same requirements as the Class President.

Candidates running for any Office at Savannah State University who do not meet the requirements in this section shall not be eligible for elected or appointed office.

ARTICLE IX ELECTIONS OF OFFICERS AND REPRESENTATIVES

Section I Annual elections for Executive Board Officers and Class Officers shall be held on the first Tuesday in April.

Section II Each class shall elect four official representatives and two alternate representatives of that class to the SGA. Their election shall be conducted in the same manner and on the same ballot as candidates for Executive Branch positions.

- 1. Candidates for all elected positions shall complete an application for the position being sought and turn in the application to the Advisor of the SGA no later than the second Tuesday of March in that year.
- 2. In the event that circumstances prevent elections from being held on the specified dates listed in this Constitution, the Vice-President for Student Affairs, President of the SGA, Chief Justice of the SGA and the Faculty Advisor to the SGA shall set an alternate election date for that year. If this group is unable to decide upon a date, the Student Senate shall by majority vote establish the election dates.

Section III Voting Procedures

The following option will be used for electoral procedures. An eligible voter shall be defined as any student who pays their spring semester activities fees.

Online Elections

A mandatory candidates meeting will be set and advertised by the SGA Elections Committee. Online elections will be held for three days. They will begin at 12 a.m. on the first day and end at 12 p.m. on the third day. All eligible voters will be allowed to vote for the candidate of their choice by using their student email account. Each eligible student will be allowed to vote only once. The results will be announced at 12:00 noon in an open forum and posted following the close of the election in the Student Government Association office.

In the event of technical issues that present the Online Election electoral procedures the following shall take place: Hand Ballot Elections.

The Elections Committee is responsible for simultaneously hold three day elections at no less than two locations. The nomination/application period will be for a week. A mandatory candidates meeting will be set and advertised by the Elections Committee. The results will be announced at 12:00 noon in an open forum and posted at following the close of the elections at the Student Government Association office.

Section IV Regulations

- 1. The candidate receiving the greatest number of votes is the winner.
- 2. The term of office shall be for one calendar year, beginning at the Student Leadership Banquet (held in the spring) and continuing until the Student Leadership Banquet the following year.

3. If a candidate wishes to contest the election, he or she must do so in writing, stating reasons for contesting the election to the Chairperson of the University Student Ethics Board (weekends are not included in the 48 hour time span).
4. The University Student Ethics Board will hold a hearing, if necessary, within one week after the election is contested to consider any candidate's case. Only a recognized candidate can contest the Student Government Association election. The decision rendered by the University Student Ethics Board will be considered final.

Section V Grounds for Contesting the Election Results

Irregularities by the SGA Elections Committee or violation of campaign rules by a candidate or anyone involved in the election procedures shall be grounds for contesting the election. An irregularity is defined as a violation whose penalty is not covered by the campaign regulation packet or whose ramifications drastically alter the official results of the election. The right to contest may extend to incidents where the campaign committee may have voluntarily or involuntarily taken actions that may have altered the outcome of the elections. **(See Election Qualifications and Campaign Protocol for complete details).**

ARTICLE X AFFILIATE ORGANIZATIONS

Section I Queens Coalition

The roles and duties of the Queen's Coalition are as follows:

1. Serve as liaisons and/or ambassadors for perspective organizations
2. Promote and implement programs geared towards enhancing the well-being of womanhood through programs and/or workshops. At least four (4) such programs must be implemented each semester.
3. Participate in community initiatives and community service set by Miss SSU and attendants to Miss SSU.
4. Miss SSU will serve as chair and her advisor shall serve as the organization's advisor.

Section II Student Allocation Appropriations Board

The roles and duties of the Student Allocation Appropriations (SAAB) Board are as follows:

1. Appropriate fund allocations to SSU organizations or entities funded through Student Activities Fund.
2. Make up of the SAAB shall consist of students, faculty and staff with students holding the majority. The Director of Student Programs and Organizations must be one of the staff members along with the SGA Vice-President as one of the student representatives.
3. Must make all recommendations to the President, Vice-President for Student Affairs and Budget Director by July 1st of every fiscal year.
4. It is the responsibility of the committee to ensure that all organizations funded through this committee are aware of perspective appropriations by August 1st of every fiscal year.
5. It is the responsibility of the committee to ensure that all organizations do not over spend their perspective appropriations. In the event that all organizations do not over spend their perspective appropriation amount, it is possible for the Committee to discuss possible fines or other penalties.
6. The committee shall vote on a chair of the committee.

Section III Student Organization Appropriation Resources Committee

The roles and duties of the Student Organization Appropriation Resources Committee

(SOAR) are as follows:

1. Must consist of at least eight student representatives; two representatives from the Senate and six non-Senator Members.
2. Must review all applications at a discretionary level.
3. All applications must be typed to ensure clarity.
4. All monies given to organizations by this committee must be restituted in a timely manner.
5. Committee reserves the right to deny application if it is not typed, completed, or received in a timely manner.
6. All application must be received at least three (3) weeks in advance to give committee ample time to review requests.
7. All applications must include plans for alternate funding to ensure that funds will be restituted.
8. Funds will be supplemented through the SAAB.
9. Committee must plan and implement at least one fund-raiser per month for every semester.
10. Vice-President for SGA will serve as the Chairperson of the SOAR.
11. SOAR will be advised by the Director of Student Programs and Organizations.

ARTICLE XI IMPEACHMENT

Section I Cause for Removal (Automatic)

1. Failure to maintain a 2.0 cumulative GPA
2. Being absent from more than three (3) meetings without a valid excuse and prior notification
3. Failure to adhere to SSU's Code of Conduct/Student Ethics and/or failure to adhere to the rules established by this Constitution
4. Failure to maintain confidentiality of judicial cases heard by the Judicial Branch
5. Failure to perform duties of Office
6. Violation of Oath of Office of the Constitution of the Student Government Association

Section II Procedure for Removal

1. In cases where automatic removal is warranted the Vice-President shall submit a charge to the Judicial Board stating what member needs removal and for what cause.
2. The Judicial Board will notify the President of the SGA and the individual of his/her charges and schedule a hearing to allow the member to confront his/her accuser. If a violation requiring automatic removal is warranted based on a majority vote of the Associate Justices then the Chief Justice shall sign the charge and include a note stating that the member has been removed and how many Justices voted for the removal.

Section III Removal for Cause after Student Review

1. In all other cases of removal, the cause of removal will be presented to the Chief Justice at which time the member under review shall have the right to a hearing before the entire Student Senate and Judicial Board. By secret ballot the members of Senate and Associate Justices shall by secret ballot, vote on removal. This removal requires a majority vote of the Student Senate and the Judicial Board.
2. The Vice-President for Student Affairs or his/her designee shall be involved in hearings where violation of the Student Code of Conduct is alleged to have occurred.

ARTICLE XII AMENDMENTS

Section I

To amend any part of this constitution, proposed amendments must be in writing and introduced by a member of the Student Senate at a regular meeting. After referral to the Student Constitution Committee, the amendment shall be read once and tabled until the next regular meeting when it shall be read a second time, voted upon and if passed then submitted to the Executive Board for vote. The Executive Board shall

vote on the proposed amendment at its first reading, if passed the proposed amendment shall go the President of the SGA for execution. Should the Student Senate fail to convene then either Legislative Body can pass the amendment, in accordance with the rules established in this Constitution for passing a bill, and forward the amendment to the President of the SGA for execution. All amendments to this Constitution will take effect at the beginning of the semester following its passage.

ARTICLE XIII REFERENDUM

Section I

An amendment defeated by the Senate can be re-submitted to the Senate by a petition signed by ten percent of the student body and shall be automatically adopted by the Senate and then presented to the student body in a referendum. Such amendments shall be adopted when ratified by a majority of those voting in the referendum.

ARTICLE XIV RATIFICATION

Section I

This Constitution shall be ratified either by a two-third-majority vote of the Senate or Ten Percent (10%) of the entire student body.

ARTICLE XV MEETINGS

Section I

1. Regular meetings of the SGA (Executive, Legislative and Judicial Branches) shall be held at least twice per month at a designated time and date chosen by the respective SGA Branches. The Chairperson of either Branch may call special meetings for their specific Branch or a Joint Meeting between all Branches, whenever deemed necessary. Any member absent for more than three regular meetings per semester shall be subject to Article X, Section I.
2. The SGA shall be authorized to arrange general meetings of the student body on such occasions, as it deems necessary to discuss problems of vital interest to their welfare.

ARTICLE XVI CONSTITUTION REVISION

This constitution shall be a living document and shall have the flexibility or the means to acquire flexibility so that the needs of the student body will not out-grow the meaning of this document. The Amendment and Revision clauses will enable those who wish to participate in the democratic process to exercise the rights given them for needed changes at the needed time.

BY LAWS

PURPOSE

The Purpose of these by-laws is to establish the foundation for student organization representation and government at Savannah State University. It is meant to conform to standard University policies, and no Article may conflict with standard University policies or practices.

ARTICLE I

The organization of students at Savannah State University shall be known as the Student Body, which shall consist of all students enrolled in credited classes. Each fee paying student shall have one (1) vote on all matters before the Student Body.

ARTICLE II

The Student Body shall be represented and governed by a body known as the Student Government Association (SGA). The SGA shall have regular meetings for the purpose of general administration of student activities, administration of student funds, forwarding student complaints or suggestions, and conducting of other business deemed appropriate by officers and/or advisors.

ARTICLE III

All proposals presented for adoption to the SGA will require a quorum of five of the SGA Officers present; with a proper first and second motion and with the exception of modifications to these by-laws.

ARTICLE IV

The President of SGA will call SGA meetings when necessary. Meetings will be conducted according to standard parliamentary procedures. Meetings will be scheduled as follows:

1. There will be at least two meetings per month during the fall and spring semesters, and once every month during the summer term.
2. Meeting dates and times should be decided at the beginning of each semester, if possible.
3. The SGA (students) should announce the date, time, and place of the meeting (prominently posted) so that all members of the Student Body are aware of the meeting at least one (1) week prior to the meeting. Information should be posted by campus e-mail, campus website and physical signage.

ARTICLE V

All SGA Forums will be open to all members of the Student Body. Any member of the

Student Body may address the SGA or present a matter for vote.

ARTICLE VI

If an elected officer or appointed officer is absent for two (2) consecutive meetings and does not make an attempt to contact an officer or an advisor, he/she may be removed from the SGA. The next highest officer will replace the vacant office. For elected officers, the succession will be in the following order: President, Vice-President, Chief Justice, and Senior Class President. Should that person be unwilling/unable to serve, the next person on the list will be contacted, and so on down the list. Elections will be held for that individual organization to secure a representative, in consultation with their advisor.