STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

I. ARTICLE I - NAME

Section 1

The name of this organization shall be the Student Government Association of Motlow State. This organization shall be designated as the SGA.

II. ARTICLE II - PURPOSES

SECTION 1

A. The purposes of this organization shall be:

1. To promote and maintain an active communication between the administration, faculty, and students.

2. To supplement academic goals through the development of appropriate co-curricular programs.

3. To aid in the social adjustment and maturation of students.

4. To provide leadership training and the promotion of democratic action and ideals.

5. To provide a medium for student expression.

6. To promote students' rights and responsibilities.

7. To directly reflect student needs and interests in the promotion of campus activities.

8. To offer services to Motlow State and the community.

9. To promote school spirit amongst the Motlow State student body, faculty, staff, and community.

III. ARTICLE III - FUNCTIONS OF THE SGA

SECTION 1

A. The functions of this organization shall be:

1. To serve as student representatives upon any committee by invitation from the Dean of Students.

2. To recommend and implement activities and programs to improve the morale of the students.

3. To serve as the student body voice and express the needs of our students to the Motlow State administration.

4. To promote all elections of student officers, to include their own successors and officers of classes for ensuing years.

5. To ensure compliance with Motlow State and Tennessee Board of Regents (TBR) guidelines and policies in execution of the SGA's objectives.

IV. ARTICLE IV - MEMBERSHIP

SECTION 1

A. Every registered student of Motlow State shall be a member of the student body and shall enjoy equal rights of suffrage under this government.

SECTION 2

B. The branches of the SGA shall consist of a legislative and an executive branch.

V. ARTICLE V - EXECUTIVE AND LEGISLATIVE BRANCHES

SECTION 1

A. Executives

1. The executive powers of the SGA shall be vested in the student President and the SGA Executive Vice Presidents, who will be elected in accordance with Articles VI and VII of this Constitution.

2. In addition, the SGA Executive Vice Presidents may appoint any of the following:
    a. A Secretary;
    b. A Treasurer;
    c. A Secretary of Elections;
    d. A Secretary of Entertainment;
    e. A Secretary of Student Government Activities; and
    f. A Secretary of Legislative Affairs.

    These positions may be filled by members within or outside the legislative branch.

SECTION 2

B. Executive Council or Cabinet

1. This body may be composed of the SGA Executive Vice Presidents, Secretary, Treasurer, Secretary of Elections, Secretary of Entertainment, Secretary of Student Government Activities, and a Secretary of Legislative Affairs.

2. Their purpose is to assist in the coordination of the overall activities of the SGA.

3. These officials, excluding the SGA Executive Vice Presidents, shall serve a term of one calendar year, beginning the fourth Monday in April at the pleasure of the SGA Executive Vice Presidents. If the elections for said elected offices have not been held by that time, they shall assume office as soon thereafter as elections are held, retiring from office the fourth Monday in April of the following year or the day following the election if the elections are held after the fourth Monday in April.

C. Legislative
   1. The legislative power of the SGA shall be vested in the senate. The senate on the Moore, McMinnville, and Smyrna campuses shall consist of five senators from each class and their respective campus SGA Executive Vice President.

   2. The senate at the Fayetteville campus shall consist of three senators from each class.

   3. On all campuses, the respective Executive Vice President shall preside over the senate; the Executive Vice President shall vote only in case of a tie.

   4. Reappointment for each class shall occur annually.

   5. These senators and class officers shall be elected as set out in Articles VI and VII of this constitution.

   6. These officials with the exception of the Freshman class President and Freshman senators on all campuses shall serve a term of one calendar year beginning the fourth Monday in April. If the election for said officers has not been held, they shall assume office as soon as elections have been held, retiring from office the fourth Monday in April of the following year or the day following the elections if the elections are held after the fourth Monday in April. The Freshman Class President and Freshman senators shall retire from office the fourth Monday in April.

7. The rules outlined in Robert's Rules of Order shall govern the society in all cases to which they are applicable; that is, to which they are not inconsistent with the rules of order of this society.

8. All SGA meetings shall be open to students, faculty, and administration, with minutes being posted in prominent places. Bills and resolutions must be presented to the Secretary of Legislative Affairs at least 24 hours prior to the time they are brought on the senate floor. Such legislation must be presented by the member of the senate or by petition of one percent of the student body. Legislation presented after the 24-hour time limit must be presented as stated in Robert's Rules of Order.

9. The powers of the senate shall be as stated in the Bylaws.

VI. ARTICLE VI – QUALIFICATIONS

Section 1

A. Executive Branch

1. No person shall be eligible to be a candidate for or to serve as SGA President or SGA Executive Vice President unless possessing the following qualifications:
    a. An overall grade point average of at least 2.50 as computed and recorded in the Office of Admissions and Records.

    b. Be registered for a minimum of 6 semester hours.

    c. Must have completed at least 12 semester hours, and at least one year in residence at Motlow State.

    d. Personal behavior remains above reproach and in compliance with Motlow State Policy 3:02:00:01 Student Conduct.

2. Failure to meet these academic standards shall call for the office to be vacated.

3. A candidate may have their name placed on the official ballot upon submission of a petition bearing the electronic signatures of at least 25 duly enrolled students. The candidate shall file a statement of qualifications which shall briefly give information concerning the status of the candidate, and the candidate's activities.

SECTION 2

B. Legislative Branch

1. Sophomores -

a. No person shall be eligible to be elected to the office of Sophomore class senator on any campus unless possessing the following qualifications:
    i. An overall academic grade point average of at least 2.25 as computed and recorded in the Office of Admissions and Records.

    ii. Be registered as a part-time or full-time student who will have completed a minimum of 24 collegiate hours by the close of the semester in which they are elected thereby meeting the classification of a sophomore.

    iii. A candidate must be on target to become a member of the class (based on college hour classification requirements) for which the candidate is seeking office for at least one semester of the term the candidate will be serving, excluding the semester of the election and the summer semester.

    iv. Senators must be enrolled in a majority of their classes at the campus they represent.

    v. Personal behavior remains above reproach and in compliance with Motlow State Policy 3:02:00:01 Student Conduct.

2. Freshmen -
    a. No freshman shall be eligible to run for the office of Freshman Class Senator on any campus or Class President unless possessing the following qualifications:
        i. Be registered for a minimum of 12 semester hours or be registered for enough hours that candidates will be on target to complete (at minimum) their 12th collegiate hour during the term one is elected.

        ii. Be able to present proof that the candidate will be a member of the freshman class at least two semesters following the election, including the semester in which the elections are held.

        iii. Senators must be enrolled in a majority of their classes at the campus they represent.

iv. Personal behavior remains above reproach and in compliance with Motlow State Policy 3:02:00:01 Student Conduct.

3. All candidates for senate on any campus and Class President may have their names placed on the official ballot upon submission to the Secretary of Elections a petition bearing the signatures of at least 25 duly enrolled students of their respective classes. The candidate shall file a statement of qualifications which shall briefly give information concerning the status of the candidate. Candidates for senate offices must be enrolled in a major portion of their classes at the respective campus at which the office is being sought.

4. Once elected, all senators on any campus and the Freshman Class President shall be enrolled as a part-time or full-time student and should maintain at least a 2.25 overall academic grade point average during their term of office. Failure to meet these academic standards shall call for the seat to be vacated.

C. A student cannot be a candidate for more than one such elected office under this constitution at any one election. In the event that a student is mistakenly qualified for more than one office, the Secretary of Elections shall require such student to elect in writing which of the offices the candidate will seek.

D. A “write-in” candidate may qualify for election, provided the provisions of the above sections related to qualifications are satisfied.

VII. ARTICLE VII - DUTIES

SECTION 1

A. The SGA President’s duties shall be but are not limited to:

1. Serving as a liaison between the four (4) campuses; visiting each campus at least once a semester.

2. Collaborating with the SGA on each campus to schedule appropriate activities and to ensure communication.

3. Presiding over all SGA general meetings involving all campuses; voting in case of a tie in any such meeting.

4. Making official all ordinances of the entire student body.

5. Acquiring reports from the Secretary of the SGA at each campus.

6. Serving as an ex-officio member of all SGA committees.

7. Presiding over such meetings of the student body as designated by the administration of Motlow State.

8. Dedicating a minimum of two hours per week to SGA office hours, business and/or correspondence with SGA advisor in order to soundly manage the semester's activities.

9. Performing all duties necessary and proper to ensure the functioning of Student Government.

10. Represent the SGA on councils and committees as assigned by policy, the college President, or the Dean of Students.

B. The SGA Freshman President's duties include, but are not limited to:
    1. Serving as a secondary liaison between the four (4) campuses; visiting each campus at least once a semester.

    2. Assume all powers and responsibilities of the President in their absence.

    3. Compose a monthly SGA Newsletter for the Student Body.

    4. Communicate on a regular basis with the SGA President.

    5. Advise and aid the SGA President and SGA Executive Vice Presidents.

    6. Advocate for the Freshman Senators.

    7. Develop and communicate policy goals and build relationships.

    8. Dedicate a minimum of two hours per week to SGA office hours, business and/or correspondence with SGA advisor in order to soundly manage the semester's activities.

C. The SGA Executive Vice Presidents duties include but are not limited to:
    1. Preside over all SGA meetings at the campus where elected.

    2. Appoint all cabinet members with two-thirds (⅔) approval of the legislative branch.

    3. Make official all ordinances of the student body at the campus where elected.

4. Preside over such meetings of the student body as designated by the SGA President or the administration of Motlow State ~~Community College~~.

5. Vote in the event of a tie at the campus where elected.

6. Serve as a member of the Executive cabinet.

7. Serve as President of the senate.

8. Communicate on a regular basis with the SGA President.

9. Dedicate a minimum of two hours per week to SGA office hours, business and/or correspondence with SGA advisor in order to soundly manage the semester's activities.

D. The SGA Secretaries (appointed position) duties include, but are not limited to:
    1. Keep a record of minutes of each meeting and each special meeting. Secure a copy for the Dean of Students and the student body viewing.

    2. Keep a record of the SGA membership on each campus, and call the roll at each meeting.

    3. Post all SGA notices and meeting minutes authorized by the SGA President or SGA Executive Vice Presidents and the members.

    4. Compile and maintain a history of the SGA at Motlow State.

    5. Administer all correspondence necessary for proper business functions of the organization.

    6. Serve as a voting member of the SGA.

    7. Perform any other clerical duties the SGA members shall determine.

E. The SGA Treasurers' (appointed position) duties include, but are not limited to:
    1. Maintain accurate financial records.

    2. Make any additional financial deposits of funds, separate from the SGA Motlow State fee budget allocation under the Dean of Students.

    3. Create a monthly Treasurers' report to keep SGA members informed.

    4. Submit financial records.

5. Serve as a voting member of the SGA.

6. Perform any other duties the SGA members shall determine.

F. The SGA Senates' duties include, but are not limited to:
   1. Enact, by a majority vote, bylaws of the Constitution.

   2. Proposed by two-thirds (⅔) vote of members, amendments to this Constitution which shall be presented to the student body for approval or rejection.

   3. Confirm or reject all appointments made by the Executive Vice President with a two-thirds (⅔) vote.

   4. Hear and consider any petition submitted to it which shall have the signatures of 50 members of the student body of the current semester.

   5. Consider impeachment and removal policies for elected or appointed officials.

   6. Assist the Executive cabinet in fulfilling their duties.

   7. Enact any legislature legislation or resolution which is appropriate.

G. The SGA Campus Parliamentarians' (appointed position) duties include, but are not limited to:
   1. Establish and maintain parliamentary order at all meetings.

   2. Create SGA meeting agendas prior to the meeting.

   3. Oversee sign-in sheets, attendance rosters, etc., if necessary.

   4. Serve as a voting member of the SGA. Perform any other duties the SGA members shall determine.

VIII. ARTICLE VIII - ELECTIONS

SECTION 1

A. Voters
   1. All students who are officially enrolled at Motlow State shall be eligible to vote.
   2. In order to vote in any election at Motlow State, each student may be required to present one's own Motlow State identification card.

B. Regulations

1. All elected officials must receive a simple majority. (Proposal: In the spring semester of each year, interviews will be held to fill the offices of:

    a. President
    b. Vice-President's

2. The senate shall be comprised of a maximum of (4) four senators per campus elected by a (2/3) vote of the student leaders during the gathering of the first meeting of SGA leaders.

3. The position of Freshman President will be elected by voters at all campuses. All other elected positions will be elected at the respective campus.

C. Vacancies
    1. The SGA President shall fill all vacancies in the positions of Executive Vice Presidents by appointment which shall be subject to two-thirds (⅔) approval of the SGA Senate.

    2. The Executive Vice Presidents shall fill all vacancies by appointment subject to two-thirds (⅔) approval of SGA members at the respective campus.

    3. In case of a vacancy in the office of the SGA President, it shall be filled by the SGA Executive Vice President at the respective campus.

    4. The Dean of Students may recruit students or name interim officers should a scenario arise that falls outside of parts A-C of this section.

    5. The Dean of Students, Executive Vice President for Student Success, or college President may allow for special elections at alternative times should the need arise.

IX. ARTICLE IX - MEETINGS

SECTION 1

A. SGA meetings shall be scheduled at least twice a month. The dates for meetings shall be decided by a majority vote of the members.

X. ARTICLE X - AMENDMENT AND BY-LAWS

A. The President of Motlow State and/or the President's designee are given authority by state legislation and the to review and revise this constitution and bylaws to preserve the integrity of the institution and its educational environment.

B. Amendments and bylaws shall be submitted by two-thirds (⅔) approval of the SGA Senate at all campuses.

C. All proposed amendments and bylaws shall be approved by two-thirds (⅔) vote of the Senate or by referendum vote of the student body before being inserted as part of this Constitution.

D. All amendments and bylaws shall be proposed in writing one month prior to consideration.

E. BYLAWS

1. Attendance at SGA Meetings
    a. All elected and/or appointed members shall be allowed no more than two unexcused absences per semester.

    b. Proper notification of an absence 24 hours prior to a meeting shall be considered excused.

    c. If any elected and/or appointed member as defined in Section 1 shall have more than two unexcused absences in any one semester a written reprimand from the SGA advisor will be forthcoming. The position held by the member shall be declared vacant after one unexcused absence following the reprimand.

F. REMOVAL OF OFFICERS

1. Impeachment
    a. As student leaders, elected and appointed members of the SGA are required to exemplify the highest standards of ethics and conduct.

    b. A member may be removed from office for failure to meet qualifications and/or duties for holding their position.

    c. All officials of the SGA shall be subject to impeachment.

    d. Impeachable offenses shall include, but are not limited to:
        i. Neglect of duty; disregarding the responsibilities office.

        ii. Unexcused absences from meetings as stated in Article 1 of the bylaws.

        iii. Public, verbal, or physical attacks on others.

iv. Obstruction of the orderly process of SGA meetings and hearings.

v. Misrepresentation of the SGA.

vi. Misuse of the authority of the SGA office.

vii. Willful violation of the SGA constitution or bylaws.

viii. Any violation of institutional policies, which are outlined in the student handbook.

2. Impeachment Procedures
    a. Any student, faculty, staff, or administrator of Motlow State may present to the Senate an article of impeachment against any elected or appointed member of the SGA.

    b. The Senate may hear the complaint and vote to schedule an impeachment hearing within two weeks of the date of the complaint or vote to dismiss the article of impeachment for lack of sufficient cause to further consider the complaint.

    c. The Secretary/treasurer of the SGA must notify in writing the member against whom the complaint has been brought of the reason for complaint and the date, time, and place of the scheduled impeachment hearing.

    d. The impeachment hearing must be chaired by a student who is not a voting member of the SGA and is appointed by the SGA advisor.

    e. The complainant must present evidence of or witness(es) to the alleged impeachable offense during the impeachment hearing.

    f. The SGA member against whom the impeachable offense has been brought should be given reasonable opportunity to refute the allegation(s) of an impeachable offense.

    g. Members of the Senate may raise reasonable questions with the complainant or the member against whom the complaint has been brought.

    h. Final impeachment decision requires two-thirds (⅔) vote of the Senate, excluding the vote of the member against whom the complaint has been brought.

3. SGA MEETINGS
    a. Any student of the College may be heard at the meeting of the SGA upon a submission of a request to the presiding officer of the meeting prior to the meeting.

    b. Any student of the College may be heard at a meeting of the SGA at the request of the presiding officer, or any voting member of the SGA, seeking information or the opinion of the student.

    c. A quorum shall consist of the majority of the SGA members, and this rule shall apply even under those circumstances requiring a two-thirds (⅔) majority vote by the members.

    d. Special or called meetings of the SGA may be held at any time upon call of the Executive Vice President. He/she shall be required to call a meeting whenever three voting members of the SGA shall request it. Notice of all special or called meetings must be given to all members at least 24 hours before meeting.

    e. A general assembly of all SGA officials shall be held once each semester at a site to be designated by the SGA President in consultation with the Executive Vice Presidents.

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