

# **AUGUSTANA COLLEGE STUDENT GOVERNMENT ASSOCIATION CONSTITUTION**

## **PREAMBLE**

We, the students of Augustana College, acting under the right to govern ourselves, desire to maintain and grow Augustana's academic, cultural, and social life, do hereby establish this Constitution and the associated Bylaws, of the Student Government Association of Augustana College. The primary purpose of this Constitution and Bylaws, shall be to provide a framework through which the needs and opinions of the student body will be reflected and voiced to the College, where Augustana's Student Government Association will act as the medium of communication between us, the students, to the faculty, and administration to resolve the issues facing both us, the students, and Augustana as a whole.

## **ARTICLE 1. NAME**

**Section 1.** The name of this organization shall be the Student Government Association (S.G.A.) of Augustana College.

## **ARTICLE 2. AUTHORITIES AND POWERS**

**Section 1.** This organization is established under the authority of the Student Policy Committee as an agent of the faculty and President of Augustana College.

**Section 2.** Authorities and Powers of S.G.A. shall be exercised by its Officers, the Executive Board (E.B.); and its Senators, the Student Senate.

**Section 3.** The S.G.A. will work directly with students through the guidelines outlined in this Constitution, but will also communicate student needs and concerns to the administration and faculty through participation in college committees and through S.G.A. itself.

## **ARTICLE 3. PARTICIPATION RIGHTS**

**Section 1.** Students of Augustana College have the following rights:

1. The right to vote and participate in all student body elections.
2. The right to petition and speak before Student Government Association.

**Section 2.** Full-time students in good standing according to the College's "Academic Standing Policy" are eligible to hold any elected or appointed office in Augustana's Student Government Association.

**Section 3.** Further requirements for participating in elections can be found in Article 4, Section 3 of the Augustana College Student Government Association Bylaws.

## **ARTICLE 4. EXECUTIVE BRANCH OF S.G.A. : THE PRESIDENT'S CABINET**

**Section 1.** The President's Cabinet is led by the President, who is the head of Augustana's Student Government Association (S.G.A.). The President's Cabinet is composed of the Vice-



President, Secretary, Treasurer, and Chief of Staff. The Executive Board (E.B.) is composed of the President's Cabinet and the Speaker of the Senate. At the instruction of the President, the E.B. oversees all operations of S.G.A. including, but not limited to: working with Augustana's Administration and Faculty to pass policy, pursue and resolve the current issues facing the student body, serve on any committees involving S.G.A., and generally improving the well-being of Augustana's campus as a whole. The E.B. of the S.G.A. will be compensated for their work in accordance with Article 1. Section 1. of the Augustana College Student Government Association Constitution Bylaws.

**Section 2.** The powers and duties of the President follow:

1. The President will represent the student body as well as Student Government Association at all College Board meetings and functions when appropriate and possible. The President will then brief their Cabinet as well as the Student Senate on any new and relevant issues learned or discussed at the event.
2. The President is in charge of overseeing and appointing chairs to student body committees that operate under SGA. When appointing the chairs, the President should consult the existing members of the committee. Student body committees include, but are not limited to, the Title IX Student Advisory Committee and the Public Relations Committee.
3. The President has the power to veto anything the Student Senate passes except in the case of impeachment of a fellow Executive Board member. If so the President must notify the Senate immediately of a veto which the Senate can override with a two-thirds majority vote within a week of being notified.
4. The current President, Vice President, and Treasurer along with the President and Vice President elect, and the incoming Treasurer will review all student group budgets submitted for the upcoming school year with members from the Dean of Students Office and Business Office to allocate funds from the upcoming school year's Student Activity Fund. The Presidents may, but are not required to invite other members from their Cabinet to the budget meeting.
5. The President, along with the Speaker, are in charge of receiving and reviewing all contingencies to be heard by the Student Senate.
6. When the President receives a contingency from a student group that is less than or equal to three-hundred dollars, the President, in conjunction with the approval of the entire Executive Board, has the power to approve the contingency provided:
  - A. The contingency is in line with the rules in the Constitution as well as any other contingency rules;
  - B. The Student Group is an approved and recognized group on Augustana's campus;
  - C. The Senate is fully informed about the contingency and the details of the request within a week of the Executive Board approval, and if no two senators object to the approval of the contingency within a week after being notified either by email or during a Student Government Association meeting.
  - D. The group has not already submitted a contingency equal to or less than three hundred dollars that was approved by the Executive Board earlier in the present academic term.



- E. If the Executive Board fails to reach a simple majority vote the contingency will then be presented before the senate like any other contingency request.
- 7. The President will call all Executive Board meetings to order and can exclude any member or invite additional parties as needed.

**Section 3.** The powers and duties of the Vice-President follows:

- 1. If the President is absent or unable to fulfill their duties while in office the Vice-President will perform those duties of the President. They will have all power of the President while doing so.
- 2. Can perform any duty or exercise any power of the President at the approval of the President.
- 3. The Vice-President shall serve as advisor to the President in all the President's duties;
- 4. The Vice-President will assist the President in interviewing candidates being considered to serve on the Student Judiciary and External Committees.
- 5. The Vice-President will be responsible for any additional duties assigned to them by the President.

**Section 4.** The powers and duties of the Secretary follows:

- 1. The Secretary will record minutes of all Student Government Association meetings, both Senate and Executive Board.
- 2. At the start of all meetings the Secretary will take roll call of all the members in attendance.
- 3. The Secretary will notify the Senate of events and activities that fulfill senator requirements.
- 4. The Secretary will coordinate and record all fulfillment of senator responsibilities. They will then report to the rest of the Executive Board if the senator is not fulfilling the responsibilities of their office.
- 5. The Secretary will be responsible for any additional duties assigned to them by the President.

**Section 5.** The powers and duties of the Treasurer follows:

- 1. The Treasurer is in charge of managing the funds of both the Contingency fund and the Student Government Association budget for the academic year.
- 2. The Treasurer will work with the Dean of Students Office as well as the Business Office to make sure that student groups receive their budget and approved contingency funds.
- 3. The Treasurer will send out and collect all student group budgets to be approved at the budget meeting. They will then notify students group on their starting budget for the next academic year.
- 4. Working with the Speaker of the Senate, the Treasurer will keep a record of how often groups have requested a contingency equal to or less than three hundred dollars in a year. They will then notify the Senate how often a group has done this.
- 5. The Treasurer will keep a detailed record of the expenses of Student Government Association every year.
- 6. When asked, the Treasurer will report the available amount to be spent in the Contingency fund during all Senate meetings.
- 7. The Treasurer will be responsible for any additional duties assigned to them by the



President.

**Section 6.** The powers and duties of the Chief of Staff follows:

1. The Chief of Staff acts as the President's closest adviser, second to Vice President, in matters pertaining to the accomplishment of the Presidential agenda and resolvment of campus issues that are brought to the Student Government Association's attention.
2. The Chief of Staff will sit as the chair to the permanent Rotating Committee to allow for the Executive Board to engage in collaborative projects with the Student Senate. The Rotating Committee is tasked with developing their own goals and tasks which should reflect direct concerns of the student body.
3. The Chief of Staff is responsible for ensuring the agenda of the Executive Board is fulfilled in a timely matter. The Chief of Staff will coordinate projects with the President and Vice-President and seek out periodical updates on the completion of their agenda.
4. The Chief of Staff will set up and take down all necessary equipment for Student Government Association and Executive Board meetings.
5. The Chief of Staff will be responsible for any additional duties assigned to them by the president.

## **ARTICLE 5. LEGISLATIVE BRANCH OF SGA: THE STUDENT SENATE**

**Section 1.** The Student Senate will meet at the discretion of the sitting Speaker of the Student Senate, the current S.G.A. President, and the President's Cabinet. The Senate must have a quorum consisting of half of its currently filled seats in order to perform any of its duties. To maintain quorum a Senator may appoint a proxy if they are unable to attend a meeting or if they are continually absence. Proxies must be a member of the constituency they are representing. Attendance requirements of senators is outlined in Article 2, Section 1 of the SGA bylaws.

**Section 2.** Student Government Association meetings will be run in accordance with this Constitution and Robert's Rules of Order. The former superseding the latter; however, whenever the Constitution is not sufficient, Robert's Rules of Order will be followed. The Speaker will call on Senators who wish to speak during the meeting and debates where they will have one minute to speak. The Speaker will inform the rest of the Senate if there are any other changes to Robert's Rules of Order.

**Section 3.** If a senate seat is vacant after its student body election or an appointed seat fails to be filled by its student group a current sitting Senator may nominate a student from said constituency to fill the vacancy. Nominations must be seconded and be approved by a majority vote of the current Student Senate.

**Section 4.** The Student Senate has the following powers to ensure the needs of Augustana's students are addressed. The Student Senate is also to maintain this Constitution to ensure that it reflects the current climate of Augustana College:

1. The power to pass resolutions and work with Augustana's administration and faculty to voice current issues facing the student body in an effort to resolve the problems facing the college.
2. The powers to form, manage, and run its committees to continue to maintain a functioning campus.



3. The power to hear, debate, and award student groups who present contingency requests to the Student Senate for funds from the current academic year's contingency fund in accordance with the rules and guidelines for contingencies outlined in Article 3, Sections 8-10 of the bylaws.
4. The power to nominate and approve senate vacant senate seats and approve nominated Cabinet members to the Executive Board.
5. The power to impeach a member of Student Government Association if there exists sound reason that the member holding that office is not performing their duties to the fullest or not following the requirements of this Constitution.
6. The power to draft and pass amendments to this Constitution and at the discretion of the current Executive Board and Speaker is able to revise and rewrite Augustana's Student Government Association Constitution to be voted upon by the student body.

**Section 5.** At the start of the new Student Government year, the Senate will nominate and, through a runoff election process, approve a Senator to be the Speaker of the Student Senate. The Speaker will be the head of the Senate. While the President presides over the meetings the Speaker will run the meetings and is an ex officio member of the Executive Board. The Speaker also has the following powers and responsibilities:

1. Call the Student Senate in session with the rest of the Executive Board.
2. Run all Student Senate meetings.
3. Create and send out the agenda in a timely fashion to all senators and proxies.
4. Invite the President and their Cabinet to attend the Student Senate meetings and allow them to speak at appropriate times.
5. In extreme cases the Speaker has the power to ask any Senator or Executive Board member, other than the President, to leave a senate meeting if they are out of order. However, the President can veto such a request. If the Speaker feels that the President must be removed from a meeting they can make a motion to remove them. If seconded and if a majority vote passes the President will give their report immediately following the vote and leave the meeting after.
6. The Speaker is in charge of all trainings for Senators, one per term, as well as updating them on Robert's Rule of Orders.
7. With the discretion of the Executive Board, the Speaker has the power to propose to the Senate to rewrite Augustana's Student Government Association Constitution.
8. The Speaker, in consultation with the President, will receive the contingency requests from student groups, and will be in charge of placing them on the next Student Senate agenda. The Speaker of the Senate will be compensated for fulfilling their duties, more information can be found in Article 1 Section 1 of the Augustana College Student Government Association Constitution Bylaws.

## **ARTICLE 6. IMPEACHMENT PROCEDURES, VOTE OF NO CONFIDENCE, AND RECALL PROCESS**

**Section 1.** For cases of impeachment of the President, the Senate will make a motion that must pass by a two-thirds vote. This vote will result in a trial of the accused conducted by the Student Judiciary. If the Student Judiciary finds a case for impeachment of the President, the line of succession is as follows: the Vice President will become acting President, and the new



President will have until the next S.G.A. meeting to choose their new Vice President. The selected Vice President will be approved by a two-thirds majority vote of the Student Senate. If the vote fails, the new President must make another selection which then again must be approved by a two-thirds vote by the Senate. In the case that the Vice President is also impeached along with the President the Senate will nominate a new President and Vice President and vote with an approval of two-thirds.

**Section 2.** In cases of impeachment of a Senator, the Senate will make a motion that must pass by a two-thirds majority vote. The President and their Cabinet will then hold trial of the accused to find if they are grounds of impeachment. All members of the Executive Board will attend a private trial of the accused, run by the President, in which the accused can speak privately with the members of the Executive Board. The accused will be able to present up to 3 witnesses to support their case. All members of the Executive Board will then vote on impeachment, by following the rules laid out in Robert's Rules of Order. A simple majority vote is sufficient to remove a senator from office. If removed from office the Senate can approve a new student to represent the respective contingency.

**Section 3.** The Senate can call a vote of no confidence for Speaker of the Senate and remove them from with a two-thirds majority vote. The Senate will then nominate and vote on a new Speaker. The previous Speaker will return to the Senate.

**Section 4.** Any Senator or Executive Board member can be recalled by the portion of the student body that makes up their constituency. A petition with the ID numbers and signatures from a fifth of the constituency must be presented to the Student Senate, Executive Board, and Student Judiciary to hold a Student Body vote to remove the said member from office.

## **ARTICLE 7. ELECTION RULES AND PROCEDURES**

**Section 1.** All Student Government Association elections shall be conducted under the guidance of an Election Committee. The rules and regulations of the S.G.A. Election Committee are outlined in Article 4 of the Student Government Association Bylaws. The Election Committee must follow this supplementary document in accordance with the Constitution and all changes to this document must be suggested by the Election Committee and approved by the Student Government Association Senate with a two-thirds majority vote.

## **ARTICLE 8. CONTINGENCY RULES AND GUIDELINES**

**Section 1.** All student groups approved by the Dean of Students Office and recognized by S.G.A. can submit a budget at the end of the academic year and can present contingency fund requests to the Senate for any additional funds throughout the following school year. The guidelines for approving contingency fund requests are outlined in Article 3, Sections 8-10 of the SGA bylaws.

## **ARTICLE 9. AMENDMENTS TO THE CONSTITUTION**

**Section 1.** In order to alter this document all proposals must be presented to the E.B., who will then decide if the proposal will be presented to the full Student Senate for approval.





Proposals to alter this document will be presented to the Student Senate by a member of the S.G.A., and at the following Student Senate meeting the changes will be put to a vote. To pass, the alterations must have a two-thirds majority vote.

## **ARTICLE 10. RATIFICATION OF THE CONSTITUTION**

**Section 1.** In order to ratify the constitution of the Augustana S.G.A., the Constitution must be presented to the Student Senate by a member of the S.G.A. Following the presentation of the proposed documents, the Student Senate will vote, in which a two-thirds majority vote is necessary for approval. The proposed documents will then be presented to the entire Student Body for a vote, in which a simple majority vote is necessary for approval. Following these votes, the proposed documents will be presented to the Student Policy Committee, who will need to approve of these documents with a simple majority vote. Prior to all votes for ratification, the proposed documents need to be readily available to each voting body to review at least 7 days before the vote for approval.

