

# Truman College Student Government Constitution

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## Preamble

We, the students of Truman College of Chicago, as constituents of this academic community, desire to be free, individually and collectively, to express our views on issues of institutional policy and on matters of general interest to us. In order to provide ourselves with a clearly defined means to participate in the formulation and application of institutional policy affecting academic and student affairs, and to secure and protect our rights, we do hereby ordain, consecrate, and establish this constitution of the Truman College Student Government Association and student body.

## ARTICLE I

### Name and Purpose

#### Section 1. Name:

The organization herein defined shall be known as the Truman College Student Government Association (SGA) and shall represent only those students at Truman College, City Colleges of Chicago.

#### Section 2. Purpose:

The Truman Student Government Association shall take as its statement of purpose the preamble of this constitution and shall uphold that statement with all due honor and responsibility.

## ARTICLE II

### Membership

#### Section 1. Qualifications for Senators:

Members of the Student Government Association, who are elected by the student body, shall be known as senators. It shall be their solemn duty to represent the opinions, attitudes, and desires of the student body and/or of the organization herein, both in committee participation and on the floor of the SGA.

A. Eligibility:

A senator shall be a Truman College student currently enrolled for at least six credit hours. A minimum overall 2.0 (C) grade point average is required to become a senator. No student on probation shall be permitted to become a senator.

**B. Petition:**

Potential senators must present the Director of Student Activities a petition bearing 50 student signatures and one faculty signature endorsing the candidate.

**C. Election:**

Qualified students, as determined by the Director of Student Activities, having filed petitions, shall be placed on the ballot in the general election.

**D. Attendance:**

Any senator missing more than three (3) consecutive meetings shall be called before the Intra-Disciplinary Committee for review.

**E. Excused Absence:**

An excused absence shall be determined at the discretion of the Executive Board.

**Section 2. Qualifications for Club Representatives:**

Any duly ratified club within Truman College shall elect or appoint one of its members to be the official representative in the SGA. This representative shall be a full member with all voting rights and obligations of a senator. He/she must keep the vice-president and secretary aware of club activities.

**Section 3. Limiting the Size of the Student Government Association:**

The specific size of the SGA shall be representative of the student population in the following manner: one (1) senator per five hundred (500) students.

**Section 4. Meetings:**

Meetings shall be held at regular intervals and shall be well publicized. Official business may only take place if a quorum is present.

**Section 5. Senator's Rights:**

The SGA shall not have the authority to remove a senator from office without due process as defined in Article V.

**ARTICLE III**

**Executive Organization**

**Section 1. Executive Officers**

The executive officers shall be the president, vice-president, secretary, treasurer, public relations officer, parliamentarian, and sergeant-at-arms.

## **Section 2. Line of Succession**

In the event of a vacancy in the office of president, the vice-president becomes the president. All other vacancies shall be filled by appointment of the president, with approval of the Student Government Association.

## **Section 3. Duties**

### **A. President**

1. Upholds and enforces the constitution and Robert's Revised Rules of Order and shall preside over all meetings of the SGA and the Executive Board.
2. Enforces all disciplinary actions.
3. May take part in all committees.
4. Appoints temporary committees when necessary.
5. Administers the budget.
6. Delegates any duties to senators that are consistent with the constitution.

### **B. Vice-President**

1. Performs all duties of the president in the event of his/her absence or disability.
2. Brings charters of all new clubs for SGA recognition and approval.
3. May take part in all committees.
4. Presides over the Vice-President's Council.

### **C. Secretary**

1. Keeps an accurate and complete record of all SGA proceedings.
2. Files all papers, records, and documents belonging to the SGA.
3. Provides a copy of the minutes and posts them on the SGA bulletin board within one week of each meeting.
4. Is responsible for reporting to the president if a senator has missed more than three (3) consecutive meetings.
5. Keeps an up-to-date SGA roster.
6. Performs all other duties as directed by the president that are consistent with the constitution.

### **D. Public Relations Officer**

1. Keeps a record of all correspondence belonging to the SGA and receives and replies to such correspondence under the direction of the president.
2. Gives requisite notice of all meetings.
3. Performs all other duties as directed by the president that are consistent with the constitution.

#### E. Treasurer

1. Keeps all records concerning the receipt and distribution of all funds under the control of the SGA.
2. Gives the SGA financial statements as requested by the president.
3. At the last meeting of each semester, presents a report stating the current financial condition of the SGA.
4. Chairs the Budget Committee.
5. Performs all other duties as directed by the president that are consistent with the constitution.

#### F. Parliamentarian

1. Is appointed by the president from the SGA body and approved by a majority vote at a quorum meeting.
2. Must have a thorough working knowledge of the constitution.
3. Shall use Robert's Revised Rules of Order as the final authority on all parliamentary interpretation.
4. Chairs the Constitution Committee.

#### G. Sergeant-at-Arms

1. Is appointed by the president from the SGA body and approved by a majority vote at a quorum meeting.
2. Supervises the distribution of all printed matter at meetings.
3. Assists in maintaining order at meetings, at the request of the president.

### **Section 4. The Executive Board**

#### A. Composition

The Executive Board shall consist of the president, vice-president, secretary, treasurer, public relations officer, parliamentarian, sergeant-at-arms, and the Director of Student Activities as an ex-officio member.

## B. Duties

The Executive Board shall assist the president in planning the agenda of all meetings. It shall recommend any and all policies which are not considered in the constitution.

## **Section 5. The Vice President's Council**

### A. Composition

The Vice-President's Inter-Club Council (ICC) shall consist of all club presidents, or their written designees, with the vice president as chairperson.

### B. Duties

The council shall meet at regular intervals for the purpose of coordinating activities.

## **ARTICLE IV**

## **Elections**

### **Section 1. Elections**

The elected officers shall be the president, vice-president, secretary, and treasurer. The president and vice-president shall run as a team.

### **Section 2. Election Committee Responsibilities**

#### A. Announcement of Elections

The president shall advise the SGA that elections are in order no later than six weeks before the end of the spring semester, and at the same time shall appoint a temporary committee for the purpose of conducting the election. The committee shall be composed of representatives from the Student Government and from the student body at large. Information concerning the election shall be posted in the weekly bulletin and announced in the college newspaper.

#### B. Nomination Procedures

Any Truman College student wishing to run for office or for the position of senator must have completed at least six (6) credit hours at Truman and must have at least a 2.0 (C) overall grade point average. He/she must have filed with the Director of Student Activities a petition bearing fifty (50) student signatures and one (1) faculty signature endorsing him/her. No student on probation may run for a SGA position.

#### C. Campaigning

Once the nominations have closed, a period of one (1) week shall be allowed for campaigning. Elections will be held the first two school days after the close of the campaign period and shall be both during day and evening hours.

#### D. Ballot Position

Ballot position shall be chosen by lot.

#### E. Simple Majority Election

New officers shall be elected by a simple majority of those voting in each category. Candidates for senator receiving the greatest number of votes up to the allowed limit will be allowed one (1) vote per position.

#### G. Term of Office

New officers and senators shall assume their duties on the beginning date of the City Colleges of Chicago new fiscal year following the spring term elections. Officers and senators shall serve until their successors have been duly elected and installed.

#### H. Election Results

The results of the election will be posted on the bulletin and published in the college newspaper.

## **ARTICLE V**

### **Impeachment**

#### **Section 1. Definition**

It shall be the duty and responsibility of the SGA to bring any elected officer or senator, who has neglected his/her duties or shown general incompetence or ineffectiveness in their respective position, to impeachment proceedings.

#### **Section 2. Impeachment Procedures**

##### A. Initial Motion

Before an impeachment motion can be brought to the floor, a motion to allow a motion for impeachment must be introduced and receive a two-thirds (2/3) vote of the SGA at a quorum meeting.

##### B. Debate

With the passage of the first motion, the officer or senator in question must be allowed one week to prepare a defense. If the officer is president, he/she shall be required to relinquish the chair to the vice-president. At the next meeting, the debate will be conducted.

##### C. End of Debate

The motion for impeachment shall end the debate.

##### D. Removal from Office

A two-thirds (2/3) majority vote at a quorum meeting shall be required to remove the person in question. The secretary shall oversee the voting by means of a secret ballot.

#### **Section 3. Penalties**

##### A. Officers

If an officer is impeached, he/she shall assume the status of a senator unless otherwise stated. The impeached officer shall not be allowed to run for office again.

##### B. Senators

If a senator is impeached, he or she may no longer be a senator.

## **ARTICLE VI**

### **Standing Committees**

#### **Section 1. Intra-Disciplinary Committee**

##### **A. Purpose**

It shall be the responsibility of this committee to rule on issues of ethics, irresponsibility and neglect of duties pertaining to Student Government Association membership and to advise just and proper action.

##### **B. Membership**

The membership of this committee shall consist of the Executive Board with the parliamentarian as chairperson.

##### **C. Duties**

It shall be the responsibility of this committee to hold informal hearings on disciplinary matters involving members of the SGA and to recommend proper action to the president.

#### **Section 2. Budget Committee**

##### **A. Purpose**

It shall be the responsibility of this committee to review all budgets submitted by recognized clubs and to make recommendations to the SGA for funding.

##### **B. Membership**

Members of this committee are appointed by the president with the treasurer serving as chairperson.

##### **C. Meetings**

This committee shall meet when necessary.

## **ARTICLE VII**

### **Amendments**

All proposed amendments shall be submitted in writing to the Constitution Committee for review.

Following Constitution Committee review, the proposed amendment shall be read and distributed at a regular meeting of the SGA.

The passage of the amendment shall require a two-thirds (2/3) majority vote at a quorum meeting of the SGA as well as a simple majority vote with at least ten percent (10%) of the student body voting.

## **ARTICLE VIII**

### **Ratification**

#### **Section 1. Requirements**

Ratification of this constitution shall require a two-thirds (2/3) majority vote at a quorum meeting of the SGA as well as a simple majority vote with at least ten percent (10%) of the student body voting. Ratification shall require the signatures of the chairperson of the Constitution Committee, the SGA President, and the Director of Student Activities. The signature of the college president shall signify acceptance by the administration but shall not be required.

#### **Section 2. Effective Date:**

Immediately upon completion of the requirements in Article VIII, Section 1, this constitution shall be considered in effect.

#### **Section 3. Scope:**

Upon ratification, this constitution shall supersede all previous constitutions. However, its scope shall not supersede any regulations of Truman College or the Rules for the Management of the City Colleges of Chicago.