

Saint Leo University Student Government Union The Constitution

PREAMBLE

We, the students of the Saint Leo University Student Government Union, desiring to be the voice of the student body, act as the liaison between the members of the University faculty, staff, and administration; We establish this constitution for the promotion of leadership, cultural development, growth of student involvement through recognized clubs and organizations, and the general welfare of the student body.

ARTICLE I

The Name

The name of the organization shall be the Student Government Union, herein referred to as the SGU.

ARTICLE II

The Membership

All full-time, undergraduate University Campus students, who are required to pay the student activities fee, shall be considered members of the SGU.

ARTICLE III

The Legislative Branch

SECTION 1. All legislative authority shall be vested in the SGU Senate.

SECTION 2. [1] The Senate shall be composed of no more than 25 members but no less than 20 members at the discretion of the Vice President of Operations; Senators are elected every fall, the second Tuesday of September. The senate body shall be able to meet quorum and still conduct business if (2/3) of the current membership of the Student Government Union Senate are in attendance.

[2] Any persons shall not be eligible to become a Senator if he or she is not considered a member of the SGU; does not hold a cumulative GPA of 2.5 or above; and cannot uphold the purpose and mission of the SGU, Core Values of the University and University Code of Conduct.

SECTION 3. If the number of seats held in Senate falls below 20, the Vice President of Operations will work in conjunction with the Judicial Committee to complete a search to fill those vacancies. If the Judicial Committee for some unforeseen reason cannot complete a search or the search fails, the Vice President of Operations has the right to appoint someone. Once appointments are made based on a search or an appointment, those individuals must be voted in by the Senate.

SECTION 4. The senate shall have the authority to choose their other officers and a President Pro Tempore to serve in the absence of the Vice President of Operations. The President Pro Tempore shall act as the Chief Elections Officer for all elections occurring within the SGU.

SECTION 5. The Senate shall keep a record of all meeting minutes in a file.

SECTION 6. The Senate shall conduct meetings at least once an academic semester for the purpose of conducting regular order business.

SECTION 7. The Senate shall have the power to approve new clubs and organizations; create and enact legislations pertaining to the needs and concerns of the student body; approve all appointments made by the SGU President by majority vote; regulate and manage the electoral process of the SGU and to validate by majority vote all results therein; in the case of a tie of any election of the SGU, the Senate shall determine the means and purposes of dispelling the tie; approve, by resolution, affiliations between SGU

and any University, regional, or national organization; govern the appellate process of the SGU by specific action determined by the Senate.

SECTION 8. [1] The Appropriations Board shall consist of seven senators and the ex officio VP of Finance. The board shall meet on a set date each month throughout the academic year. The Senate shall elect from its membership a chair, proportionate to the plurality of the votes received.

[2] At the beginning of each semester, each club and organization in good standing, shall receive an equal portion, in total not to exceed twenty-five percent (25%) of the total Allocation Budget.

[a] If a club/organization is no longer in good standing during any point of the academic semester, the right to access funds shall be revoked until good standing is achieved.

[3] Organizations must have completed an educational or social event in the previous semester in order to receive an allocation for funding in the current semester in order to receive an allocation for funding in the current semester. If an organization did not complete an educational/social in the previous semester, they will be required to complete last semester's educational/social event along with this semester's educational/social event before submitting a request for funding. Clubs that are in their first semester of SGU recognition may be exempt from the above.

[4] Distribution of funds must follow all University Policies including but not limited to the purchasing of capital items, alcohol, etc.

SECTION 9. [1] In the case of appeals, any decision made by any SGU committee or body shall be regulated through the Senate. If the Senate determines that there are sufficient grounds for an appeal, the Senate will set the time, date and place for the appeal hearing.

[2] Only new evidence or evidence pertaining to the failure to follow established procedures will be acceptable at the appeal hearing. The only acceptable grounds for an appeal are new evidence or errors found in a committee process.

ARTICLE IV

The Executive Branch

SECTION 1. The term of service shall be until successor is elected and installed. The elected member of the SGU Executive Board shall consist of the following members: President, Vice President of Operations, Vice President of Activities, Vice President of Finance, and Vice President of Communications Management. Appointed members shall include SGU Advisor. The Executive Branch shall be governed under Robert's Rules of Order.

SECTION 2. [1] All members of SGU shall be qualified to run for an SGU Executive Board position. Full time undergraduate status shall be determined by the Office of Academic Affairs and The University.

[2] At the time of elections, each candidate for office of the Executive Board must have a cumulative GPA of 2.5 or above.

[3] The Executive Board shall be elected in the Spring Semester of the Academic School Year.

[4] A minimum cumulative GPA requirement of 2.5 must be maintained by all SGU Executive Board members. Failure to main the GPA requirement shall be considered grounds for removal from office.

[5] No person holding an office of the Executive Board may hold, simultaneously, any other office within the SGU.

[6] All Executive Board members must uphold the purpose and mission of the SGU, Core Values of the University and University Code of Conduct.

SECTION 3. [1] The President shall have the authority to enforce all policies and procedures of the SGU Senate under the provisions of the SGU Constitution; have the power to veto any legislation, including amendments, of the SGU Senate; be the official representative of the student body to the University; shall recommend specific actions for consideration before the SGU Senate; have the authority to veto legislation of the SGU Senate; have the power to call special sessions of the SGU Senate; have the power

to introduce legislation for approval by the SGU Senate; at his/her choosing provide the SGU Senate with the state of the SGU and make considerations and recommendations to the advancement and improvement thereof; Shall be chair of the SGU Executive board; hold a weekly meeting with all SGU Executive Board members; meet once every week with individual SGU Executive Board officers; and be responsible for updating the advisor on the functioning of the government.

[2] The Vice President of Operations shall: be President of the SGU Senate; assume the presidency in the case of death, resignation or inability to execute the duties of office; be the chief liaison between governmental affairs and the President; and coordinate and execute a Student Leadership Conference once per semester; shall preside over an election of President Pro-temp.

[3] The Vice President of Activities shall: be the primary coordinator of all campus activities sponsored by the Campus Activities (CAB); be responsible for the overall development of campus activities and the support of the campus community through the creation and implementation of activities and events that satisfy the overall demands of the student body and align with the core values of the University; have the power to appoint, with approval from the CAB Advisor, compensated CAB Assistants, and encourage the participation of members of the student body and SGU to be active volunteers of the Campus Activities Board; maintain a working relationship with the CAB Advisor.

[4] The Vice President of Finance shall: be the Chief Financial Officer of the SGU; chair the Appropriations Committee; submit monthly reports to the SGU regarding the use, distributions, and the state of the SGU treasury; promote fiscal responsibility throughout the SGU; have the authority to enforce the provisions of the Allocation Bylaws concerning the monitoring of appropriated funds.

[5] The Vice President of Communications Management shall: manage and distribute all records and documentation of the SGU; maintain effective communications between all branches and divisions of the SGU through written, electronic, and social media tools; attend, at the recommendation of the SGU advisor or any SGU Executive Board member, any meetings deemed necessary; plan and execute President's Council; maintain and manage the University mascot (Fritz); manage and record clubs and organizations standings within the SGU; communicate club and organization standings with presidents and advisors.

[6] All vacancies in the SGU Executive Board excluding Presidency shall be appointed by the SGU President and be approved by majority vote of the Senate.

ARTICLE V

The Campus Activities Board

SECTION 1. The purpose of the Campus Activities Board (CAB) shall be to provide entertaining programs for all members of the SGU to enjoy.

SECTION 2. The chair of CAB shall be the SGU Vice President of Activities.

SECTION 3. The Vice President of Activities shall have the power to appoint, with approval from the CAB Advisor, compensated CAB Assistants.

SECTION 4. All members of the SGU who are not otherwise considered a CAB Assistant shall have the right to be a part of CAB in a voluntary status. No volunteers shall be compensated.

SECTION 5. While governed by the SGU, CAB shall have the right to create and implement its own policies and procedures as approved by the Vice President of Activities and the CAB Advisor so long as those rules do not directly conflict with the laws set forth in this Constitution. No person holding a position on the CAB Executive Board may hold simultaneously any other office within CAB, SGU, or Senate.

SECTION 6. The Campus Activities Board shall consist of the Vice President of Activities acting as Chair and 5 appointed, compensated CAB Assistants.

ARTICLE VI

The Clubs and Organizations of The SGU

SECTION 1: [1] All students, as a part of the SGU, have the right to create and participate in all University recognized clubs and organizations.

[2] A group may become SGU recognized after being registered by the institution through the office of student activities following the procedures in the Student Code of Conduct and with approval of majority vote of the SGU Senate.

[3] All clubs and organizations, upon becoming SGU recognized, shall remain on a probationary status for the duration of two (2) academic semesters, or until completion of all requirements to be in good standing.

SECTION 2. [1] A club or organization may be considered to be in good standing if:

[a] A new roster, bylaws, and/or constitution are submitted to the Vice President of Operations by the fourth Friday of the Fall academic semester and updates to these documents are submitted as necessary; If SGU recognized club and organization does not submit their roster by laws and/or constitution by the fourth Friday of the Fall semester that organizations will go into bad standings until their documents are submitted.

[b] Twenty-five percent (25%) of all members attend leadership conference each semester and Fall or Spring community service day;

[c] Must plan and execute at least one (1) approved social and educational program each academic semester;

[d] May miss no more than one (1) COSR (Club and Organization Status Report) or President's Council meeting per semester.

(1) Members of the SGU Executive Board may not be the club or organization presidential representative for presidents council.

[2] Once a SGU recognized club or organization does not complete the following duties that organization will go into bad standing for that semester. Once a new semester begins that organization will return to good standings. If a SGU recognized club or organization goes into bad standings for two (2) consecutive academic semesters, that SGU recognized club or organization will lose their SGU recognition. When the club or organization loses their recognition, the senate body or SGU executive board will create stipulations for the club or organization to meet. After these stipulations are met, the club or organization may re-apply for SGU recognition.

SECTION 3. [1] The President's Council is comprised of the President or designee from every SGU recognized club or organization to be chaired by the Vice President of Communications Management. Each SGU recognized club and organization must be represented. No member of President's Council can represent more than one organization,

[2] President's Council has the ability to bring up any issues that directly affect the operations, organization, and policy or procedure of club/organization management through a written resolution to be sent immediately to the Vice President of Communication Management.

[3] The President's Council shall meet at least once per semester.

ARTICLE VII

Removal of Elected Members of the SGU

SECTION 1. Any member of the SGU Senate, SGU Executive Board, and SGU advisory board shall be empowered to call a vote of no confidence in any elected official of the Senate or the SGU Executive Board. A vote of no confidence can be called after dire cause has been presented to the Senate through a speech on the floor outlining cause for a lack of confidence in said elected official. The motion will require two speakers in favor and two speakers against the motion. If the requisite number of speakers is not met, the prevailing side will constitute the will of the Senate and therefore count as the official vote to determine confidence. If the requisite number of speakers is attained, a prevailing majority vote of the

Senate shall constitute a vote of no confidence. If the Senate finds no confidence in an elected official, the vote shall constitute immediate removal from office.

ARTICLE VIII

The Installment of New Officers of the Executive Board

SECTION 1. [1] The installment of the Executive Board shall occur at the SGU Awards Banquet to be held on Academic Excellence day of the Spring Semester of each academic year.

[2] The Executive Board shall designate one person from within itself or of the Campus Life staff to plan and implement the Annual Awards Banquet. The Executive Board shall approve all final plans for the Awards Banquet.

ARTICLE IX

Amending the Constitution

SECTION 1. [1] An amendment to this constitution must be presented to the SGU Senate by any Senator, member of the SGU Executive Board, or member of the SGU through a written resolution.

[2] The SGU Constitution may be amended by a majority vote of the entire SGU Senate.

[3] Adoption and ratification of all amendments shall be deemed law and binding with final review and a majority vote by a special joint committee of the SGU President as chair, President Pro Tempore of the Senate, one President of any SGU recognized club or organization, one member of the Student body at large, and the Advisor in a non-voting capacity.

ARTICLE X

Adoption of this Constitution

Adoption of this constitution shall be witnessed by two-thirds (2/3) vote of the presiding Senate and Executive Board at the time of adoption. We, the undersigned, in witness thereof attest the revision and adoption of the aforementioned laws and governance of the Saint Leo University Student Government Union on this 9th day of November 2011.

President of the Student Government Union

Amanda Cassar

Vice President of Operations of the Student Government Union

Jessica Cannon

Vice President of Activities of the Student Government Union

Alysia McKenna

Secretary of the Student Government Union

Bethany Sierocinski

Treasurer of the Student Government Union

Devan Jones

President of the Class of 2012

Collin Good

Vice President of the Class of 2012

Salvatore Dibenidetto

President of the Class of 2013

Bryan Baldwin

Vice President of the Class of 2013

Michael Gincel

President of the Class of 2014

Khalid Battikh

Vice President of the Class of 2014

Alexander Campisi

President of the Class of 2015

Corey Hannon

Vice President of the Class of 2015

Christabelle Ltief

AMENDMENT I

This document shall take effect beginning February 1, 2012.

AMENDMENT II

The Student Government Union, as amended, shall adopt a Senate for transitional purposes to take effect February 1, 2012, and be comprised of 28 members. The transitional Senate shall be dissolved for the Senate as approved on the second Tuesday of September.

AMENDMENT III

Congruent with Amendment 2, the Student Government Union shall authorize a Transitional Senate, to be dissolved on the second Tuesday of September 2012, for the purpose of incorporating all duties and responsibilities of the current SGU Constitution with the duties and responsibilities of the newly-adopted constitution, to be adopted February 1, 2012.

AMENDMENT IV

Congruent with Amendment 2, the Student Government Union shall authorize a Transitional Senate, to be seated on February 1, 2012, and to be dissolved on the second Tuesday of September, 2012. The Transitional Senate shall be seated February 1, 2012 consistent of all current class officers elected to serve the 2011-2012 academic year; all liaisons appointed by the Executive Board to serve the 2011-2012 academic year; overseen by the Executive Board and its members until the Senate is filled to 28 seats by general election. Those seated prior to the February election shall retain all due rights and responsibilities under which they sought election and were duly elected to fulfill.

The February elections shall seek to fill four vacancies per academic class, bringing the total number of class representatives to six: any vacant seats created by resignation or removal of sitting class officers shall be filled in the same manner concluding the February election, a Senate of 28 members shall be seated by 10 February 2012. Seated with all rights and responsibilities granted under the provisions of the Transitional senate. All class officers elected prior to the February election shall become "senators". All liaisons seated before the February election shall become "Senators".

The method, rules, and requirements for the February elections shall be drawn up by the Transitional Executive Board and presented to the first-seated members of the Transitional Senate for the approval.

The purpose and duty of the Transitional Senate shall be to create, in congruence with the newly-adopted February 1 constitution, all rules and procedures to govern effectively until the September election, as well as creating the framework for the September elections and first true Senate.

The Finance Committee seated prior to the February elections shall sit in its current capacity with only those who remain members of the Transitional Senate. The full Transitional Senate shall oversee the transition from Finance Committee to Appropriations Board.

All Campus Activities Board Assistants shall remain unchanged in duty until the end of the academic year.

SECTION 1. All existing clubs and organizations must remain in good standing, as defined by the current constitution. Good standing shall be retained throughout the Transitional Senate's tenure.

All SGU recognized clubs and organizations shall be granted one seat in the President's Council, created in the February 1 transition. No delegate of the President's Council may be seated in both houses at any time under the Transitional Senate or under the true senate of this document.

AMENDMENT V

On April 11, 2017, The SGU Senate met and made the following amendments which was ratified on the same day. These amendments will go into effect the beginning of the 2017-2018 Academic School year.

ARTICLE II SECTION 2. [1] The senate shall be composed of no more than 25 but no less than 20 members at the discretion of the Vice President of Operations elected every fall, the second Tuesday of September, by all members of the SGU.

ARTICLE III SECTION 2. [2] No person shall be a Senator who is not a member of the SGU; does not have a cumulative GPA of 2.5 or above; and does not uphold the purpose and mission of the SGU, Core Values of the University and University Code of Conduct.

ARTICLE III SECTION 5. The Senate shall keep a record of all meeting minutes in a file.

ARTICLE III SECTION 7. The Senate shall have the power to approve new clubs and organizations; create and enact legislations pertaining to the needs and concerns of the student body; approve all appointments made by the SGU President by majority vote; regulate and manage the electoral process of the SGU and to validate by majority vote all results therein; in the case of a tie of any election of the SGU, the Senate shall determine the means and purposes of dispelling the tie; approve, by resolution, affiliations between SGU and any University, regional, or national organization; govern the appellate process of the SGU by specific action determined by the Senate.

ARTICLE IV SECTION 2. [2] At the time of elections, each candidate for office of the Executive Board must have a cumulative GPA of 2.5 or above.

ARTICLE IV SECTION 2. [4] A minimum cumulative GPA requirement of 2.5 must be maintained by all SGU Executive Board members. Failure to main the GPA requirement shall be considered grounds for removal from office.

ARTICLE IV SECTION 2. [6] All vacancies in the SGU Executive Board excluding Presidency shall be appointed by the SGU President and be approved by majority vote of the Senate.

ARTICLE V SECTION 6. The Campus Activities Board shall consist of the Vice President of Activities acting as Chair and 5 appointed, compensated CAB Assistants.

ARTICLE VI SECTION 2. [2] Once a SGU recognized club or organization does not complete the following duties that organization will go into bad standing for that semester. Once a new semester begins that organization will return to good standings. If a SGU recognized club or organization goes into bad standings for two (2) consecutive academic semesters, that SGU recognized club or organization will lose their SGU recognition. When the club or organization loses their recognition, the senate body or SGU executive board will create stipulations for the club or organization to meet. After these stipulations are met, the club or organization may re-apply for SGU recognition.

ARTICLE VII SECTION 1. Any member of the SGU Senate, SGU Executive Board, and SGU advisory board shall be empowered to call a vote of no confidence in any elected official of the Senate or the SGU Executive Board. A vote of no confidence can be called after dire cause has been presented to the Senate through a speech on the floor outlining cause for a lack of confidence in said elected official. The motion will require two speakers in favor and two speakers against the motion. If the requisite number of speakers is not met, the prevailing side will constitute the will of the Senate and therefore count as the official vote to determine confidence. If the requisite number of speakers is attained, a prevailing majority vote of the Senate shall constitute a vote of no confidence. If the Senate finds no confidence in an elected official, the vote shall constitute immediate removal from office.

ARTICLE IX SECTION 1. [2] The SGU Constitution may be amended by a majority vote of the entire SGU Senate.

The Senate also adopted its first documentation of bylaws called “**Saint Leo University Student Government Union Bylaws.**”

AMENDMENT VI

On January 31, 2018, The SGU Senate met and made the following amendments which was ratified on February 13, 2018. These amendments will go into effect immediately.

ARTICLE III SECTION 2. [1] The Senate shall be composed of no more than 25 members. The senate body shall be able to meet quorum and to still conduct business if (2/3) of the current members of the Student Government Union Senate are in attendance.

ARTICLE III SECTION 8. [3] Organizations must have completed an educational or social event in the previous semester in order to receive an allocation for funding in the current semester in order to receive an allocation for funding in the current semester. If an organization did not complete an educational/social in the previous semester, they will be required to complete last semester's educational/social event along with this semester's educational/social event before submitting a request for funding.

AMENDMENT VII

On April 4, 2018, The SGU Senate met and made the following amendments which was ratified on April 11, 2018. These amendments will go into effect immediately.

ARTICLE III SECTION 3. If the number of seats held in Senate falls below 20, the Vice President of Operations will work in conjunction with the Judicial Committee to complete a search to fill those vacancies. If the Judicial Committee for some unforeseen reason cannot complete a search or the search fails, the Vice President of Operations has the right to appoint someone. Once appointments are made based on a search or an appointment, those individuals must be voted in by the Senate.

ARTICLE VI SECTION 3. [1] The President's Council is comprised of the President or designee from every SGU recognized club or organization to be chaired by the Vice President of Communications Management. Each SGU recognized club and organization must be represented. No member of President's Council can represent more than one organization.

ARTICLE VI SECTION 3. [2] President's Council has the ability to bring up any issues that directly affect the operations, organization, and policy or procedure of club/organization management through a written resolution to be sent immediately to the Vice President of Communication Management.

ARTICLE III SECTION 2. [1] The Senate shall be composed of no more than 25 members but no less than 20 members at the discretion of the Vice President of Operations elected every fall, the second Tuesday of September. The senate body shall be able to meet quorum and still conduct business if (2/3) of the current membership of the Student Government Union Senate are in attendance.

ARTICLE V SECTION 5. No person holding a position on the CAB Executive Board may hold simultaneously any other office within CAB, SGU, or Senate.

ARTICLE III SECTION 8. [3] Clubs that are in their first semester of SGU recognition may be exempt from the above.

ARTICLE VI SECTION 2. [1] A club or organization may be considered to be in good standing if:
[a] A new roster, bylaws, and/or constitution are submitted to the Vice President of Operations by the fourth Friday of the Fall academic semester and updates to these documents are submitted as necessary; If SGU recognized club and organization does

not submit their roster by laws and/or constitution by the fourth Friday of the Fall semester that organizations will go into bad standings until their documents are submitted.

[b] Twenty-five percent (25%) of all members attend leadership conference each semester and Fall or Spring community service day;

[c] Must plan and execute at least one (1) approved social and educational program each academic semester;

[d] May miss no more than one (1) President's Council meeting.

[e] Must complete monthly COS (Club and Organization Status) report

AMENDMENT VIII

On November 14, 2018 The SGU Senate met and made the following amendments which was ratified on January 24, 2019. These amendments will go into effect immediately.

ARTICLE IV SECTION 3 [5] The Vice President of Communications Management shall: manage and distribute all records and documentation of the SGU; maintain effective communications between all branches and divisions of the SGU through written, electronic, and social media tools; attend, at the recommendation of the SGU advisor or any SGU Executive Board member, any meetings deemed necessary; plan and execute President's Council; maintain and manage the University mascot (Fritz); manage and record clubs and organizations standings within the SGU; communicate club and organization standings with presidents and advisors.

ARTICLE VI SECTION 2 [d] May miss no more than one (1) COSR (Club and Organization Status Report) or President's Council meeting per semester.

(1) Members of the SGU Executive Board may not be the club or organization presidential representative for presidents council.