



# Constitution of the University of Mobile Student Government Association

## Preamble

We, the students of the University of Mobile, in order to create a more effective student government, promote the activities of student life, to facilitate communication of concerns and to promote understanding between the administration and the student body, and to uphold the Christian ideals and standards of this institution, do ordain and establish this Constitution of the Student Government Association of the University of Mobile.

## Article I - General

**Sec.1.** The name of this organization shall be the “Student Government Association,” hereinafter referred to as the SGA.

**Sec. 2.** All currently enrolled students, upon paying the student activities fee, are entitled to all rights and privileges of membership subject to the rules and regulations set forth by this constitution and enacted by this organization including the right to vote in all SGA elections.

**Se. 3.** The SGA shall be divided into Legislative and Executive Branches.

## Article II - Executive Branch

**Sec. 1.** All executive power shall be vested in the President of the SGA who shall be assisted by a Vice President, Treasurer, and Secretary, as well as the Legislative and Judicial branches.

### Sec. 2. Duties and Powers

**Par. 1.** The President Shall:

- A. enforce and uphold this constitution by informing appropriate faculty members that can aid in correcting misconduct;
- B. be the official representative and spokesperson for the University of Mobile student body;
- C. propose legislation and/or recommendations to the representatives as deemed appropriate;
- D. all special meetings of the representatives;

- E. veto legislation approved by the representatives with appropriate and stated reasoning and can be overruled by two-thirds vote of the representatives;
- F. meet with the University President monthly;
- G. ensure that students are properly informed of SGA activities and business;
- H. oversee all elections unless participating in said election with the secretary; and
- I. be elected by popular vote of the student body.

**Par. 2. The Vice President Shall:**

- A. be selected by the President and placed on a joint ballot for vote by the student body;
- B. preside over representative meetings and maintain order in the quorum;
- C. attend the majority of officer meetings;
- D. can call special meetings of the representatives as needed;
- E. take over any presidential role if the president is unable to attend for any reason barring veto; and
- F. take over as president if he/she leave office for any reason.

**Par. 3. The Treasurer Shall:**

- A. be elected by popular vote of the student body;
- B. manage funds for the SGA and dispense funds correctly;
- C. be prohibited from voting in the House of Representatives; and
- D. take over as vice president if he/she leaves office for any reason and form a treasury committee to fulfill his/her role.

**Par. 4. The Secretary Shall:**

- A. be elected by popular vote of the student body;
- B. take the official time for all meetings and send it to the Vice President and Staff Council;
- C. take notes in all meetings;
- D. communicate with participating advisors regarding scheduling;
- E. keep and make available a permanent and official record of the constitution and any amendments to it, House of Representatives documents, and the official Code of Laws;
- F. be prohibited from voting in the House of Representatives;
- G. help review and advise documents along with other leaders; and
- H. help the President in overseeing elections.

**Par. 5. Officers shall meet with the SGA Staff Council once a month, independently of the representatives.**

**Sec. 3. Qualifications**

**Par. 1. The President, Vice President, Treasurer, and Secretary of the SGA shall:**

- A. be fully qualified members of the SGA;
- B. have and maintain a cumulative GPA of 3.0;
- C. be a full-time student;
- D. be in good standing with the University;
- E. maintain a presentable appearance as determined by the guidelines in the Student Handbook and guidance from the SGA Staff Council during public appearances;

- F. prohibited from serving as an officer of a club or in ensemble leadership while serving as an SGA officer unless granted permission by SGA Staff Council; and
- G. be available for four or more appearances at Student Life events.

(at least one officer must be at each required event as specified by the SGA Staff Council)

#### **Sec. 4. Executive Organizations**

Par. 1. The Cabinet Shall:

- A. exist for the purpose of assisting the president in carrying out the duties of the office and advising the president on pertinent issues; and
- B. consist of the vice president, treasurer, and secretary as well as any appointed officers and any Directors of Executive Boards. The president may create additional positions as necessary with the two-thirds approval of the representatives. Removal of aforementioned additional created positions in this manner must also be subject to the two-thirds approval of the representatives.

Par. 2. The SGA Staff Council Shall:

- A. be present at every meeting of the SGA;
- B. offer insight and advice within meetings; and
- C. be the deciding vote for a tie-breaker if needed.

### **Article III - Legislative Branch**

#### **Sec. 1. Responsibilities**

Par. 1. Confirm by a two-thirds majority any appointments made by the SGA president.

Par. 2. Vote by a four-fifths majority to remove, censure, or refuse to seat any member of this body.

Par. 3. Bring Articles of Impeachment against any elected or appointed official by a four-fifths majority.

- a. If five or more representatives or be a petition of one hundred and fifty (150) student signatures and the signature of a department chair have found reasonable cause for impeachment, then they may bring this before the representatives.
- b. If the officer is the vice president, then he/she does not get to vote.
- c. If the officer is the president, then he/she does not get the powers of the veto.
- d. If impeachment does not pass, no reprimand can take place against any persons involved.

Par. 4. In coordination with the University administration and the University Club Charter Policy, grant or revoke charters for officially recognized student organizations.

Par. 5. Can overturn any veto of the president by a fourth-fifths majority vote.

Par. 6. Investigate and approve recommendations suggesting administrative action in matters affecting University of Mobile students.

Par. 7. Promote student activities, provide for the welfare of the student body, and express the opinions and sentiments of the students.

Par. 8. Maintain a Code of Laws to govern this body and the SGA as necessary.

## **Sec. 2. Membership and Qualification of the Representatives**

Par. 1. This branch will be led by the Vice President

- A. The representative seats are as follows: 1 for each academic area, 1 student affairs representative, 1 international representative, 1 for Miss University of Mobile, 1 commuter representative, 1 racial diversity representative, 1 athletics representative. For a total of 12

Par. 2. Representative must be full-time students of the University of Mobile as defined by the most current catalog and, other than freshmen, must have a cumulative GPA of 3.0. No student on academic or disciplinary probation may serve as a Representative. Students wishing to represent an academic area must obtain a letter of recommendation from their Academic Department Chair or Dean. Students wishing to represent one of the non-academic areas must obtain a letter of recommendation from the Staff representative of that area. Senator applications will be reviewed by the SGA Staff Council, before being eligible for election.

Par. 3. Once elected, each representative shall hold their seat until their graduation or unless removed by forfeiture or registration.

## **Sec. 3. Organization of the Representatives**

Par.1. Executive Officers

- a. The vice president of the SGA shall be the presiding officer in representative sessions.
- b. The secretary shall provide official notes and a time log of each meeting.

Par. 2. Committees

- A. The representative may establish committees, standing or special, to propose legislative solutions to issues pertinent to the student body. The officers of SGA shall appoint chairpersons to each committee.
- B. Each committee shall consist of no less than three members including a chairperson.

## **Se. 4. Meetings**

Par.1. Rules of Meetings

- A. Meetings shall be held regularly every month. Meetings will be held on campus. Exact location shall be determined by Vice President.
- B. Meetings shall be open to all who wish to attend, except in cases regarding personal character or special circumstances whereby an executive closed session will be established by the SGA Staff Council in agreement with Executive Officers.
- C. Each meeting, except executive, closed sessions, shall contain an open forum time whereby all that are present and wish to voice their concerns upon recognition by the chair.
- D. At least one staff council member will be present at each meeting.

Par. 2. Powers of the Presiding Officer

- A. The presiding officer has the authority to take such actions as are reasonable and necessary to maintain the order of the meetings and such actions are subject to override by a two-thirds vote.

- B. If the presiding officer is unable to maintain control, the Staff Council representative for the meeting shall take such actions as are reasonable and necessary to maintain the order of the meetings.
- C. If the presiding officer cannot make a meeting, the next lead in the meeting is the president. If both, then treasurer. If none of the three, then secretary.
- D. If no executive officers are available, the vice president will select a stand-in.

**Par. 3. Attendance**

- A. Attendance of all Representatives is mandatory to all sessions, regular and specially called. Excessive absences, defined as more than two a semester, will result in the forfeiture of that representative seat unless a special allowance is granted by a majority vote of the senate.
- B. Any that cannot make any quorum given proper excuse may have the option to either zoom or call in by phone.
- C. Should a seat be forfeited, there will be a specialty election held to replace the representative.

**Sec. 5. Legislative Process**

**Par. 1. General Protocol**

- A. A two-thirds majority of representatives must be present to constitute a quorum. A quorum must be present for any business to be decided.
- B. The vice president of SGA shall be at every monthly council meeting as well as every closed meeting unless he/she has a reasonable excuse.
- C. The rule of procedure shall be upheld as set by the requirements put forth by the University of Mobile.

**Par. 2. All legislation of the senate shall be categorized as follows:**

- A. Bills of law: Laws, the Budget, and Organization Charters which are subject to veto.
- B. Resolution: Expressions of the sentiments of the student Senate and are not subject to veto but may be signed as approved.

**Par. 3. Approval and Veto**

- A. Any legislation that is approved by a two-thirds percent majority of Representatives present within a quorum must be signed by the presiding officer of the senate.
- B. Upon the president's approval, the legislation shall be signed and immediately communicated to the staff council.
- C. If the president vetoes the bill, he or she shall return the bill with its objections to the vice president for reconsideration at the next senate meeting. The bill shall be approved if two-thirds of the representatives present vote to approve the legislation.

**Par. 4. Student Referendum and Initiative**

- A. Upon request of the one-third of representatives, any legislation shall be taken to the general Student Body for approval by a majority vote and will not be subject to veto.
- B. Any member of the student body wishing to impose a student referendum must present the proposed legislation accompanied by a petition of one hundred and fifty (150) student signatures and the signature of a department chair or staff member.

**Article IV - Elections**

## **Sec. 1. General Elections**

Par. 1. The president, with approval from SGA Staff Council, shall determine the dates, times, and method of elections and ensure the date and guidelines are published.

Par. 2. The president may appoint persons to assist in elections. These persons are not subject to representative approval and may not currently hold or be a candidate for SGA office.

Par. 3. An official list of these persons must be submitted to the SGA Staff Council and publicly displayed.

Par. 4. Candidates may not facilitate elections, make or count ballots, work ballot booths or campaign on election dates.

Par. 5. Tied elections shall be determined by a runoff election between the tied candidates no more than one week from the date of the election.

Par. 6. The president shall with all officers present, at the published closing time, gather secured ballots and count them in the presence of the SGA Staff Council or another designated official of the University to certify the results.

Par. 7. The results must be displayed no more than forty-eight hours from the published closing time for the polls.

Par. 8. Contests of Elections must be submitted in writing to the SGA Staff Council within five regular class days of the election.

Par. 9. The president and vice-president of the SGA may hold only one office and may not serve as a Cabinet member during the same academic year.

## **Sec. 2. House of Representatives Elections**

Par. 1. Students wishing to represent an academic area must obtain a letter of recommendation from their Academic Department Chair or Dean. Students wishing to represent one of the non-academic areas must obtain a letter of recommendation from the Staff representative of that area.

Par. 2. Representatives must go through an application process with SGA Staff Council, before being eligible for election.

Par. 3. Allocation of Senate Seats:

- A. The seats shall be determined at the beginning of the election process based on the number of current students per school or college.
- B. There will be one seat allocated for the following student groups or organizations:
  - a. Athletics
  - b. Commuter Students
  - c. Racial Diversity
  - d. International Students
  - e. Miss University of Mobile
  - f. Student Affairs

### **Sec. 3. Executive Elections**

Par. 1. The president and vice president shall be selected by a majority of the ballots cast in the election.

Par. 2. The treasurer shall be selected by a majority of the ballots cast in the election, defined as each receiving more than half of the votes cast in an election to be elected.

Par. 3. The secretary shall be selected by a majority of the ballots cast in the election, defined as each receiving more than half of the votes cast in an election to be elected.

Par. 4. Students wishing to run for the office of President must, after demonstrating that all other requirements are met, deliver to the SGA Staff Council a petition of fifty students' signatures in order for their name to be placed on the ballot.

Par. 5. In addition, students wishing to run for the office of president or vice-president must have attended one SGA meeting.

Par. 6. In cases where the president is running for re-election, or if the president deems it necessary, the President may appoint a Director of Elections with the approval of the Representatives.

Par. 7. The SGA president may not serve, by-election or succession or a combination of the two, in excess of two complete academic years.

### **Sec. 4. Special Elections**

Par. 1. In the event of a vacant seat, a special election may be held.

Par. 2. The president or a special election committee shall set up and hold a special election following the procedures of which election is called.

A. The voting body is determined by the seat being filled.

Par. 3. A special election may follow a different format for the election order if SGA Staff Council deems it to be necessary.

### **Sec. 5. Term Lengths**

Par. 1. Each position will have a single term for an entire school year starting at the beginning of the Fall Semester.

Par. 2. Appointed Cabinet Officers shall assume the duties of their respective office upon being appointed by the President-elect and confirmed by the Senate and shall serve until an appointment has been confirmed to replace them.

Par. 3. Once elected, each representative shall hold their seat until their graduation or unless removed by forfeiture or registration.

### **Sec. 6. Inauguration**

Par. 1. The Oath of Office shall read:

“I, (State your name), do solemnly swear (or affirm) that I will faithfully execute the duties of the office of (state office) of the Student Government Association of the University of Mobile and work selflessly to serve my fellow students, uphold this Constitution and exemplify the ideals of this University, so help me God.”

Par. 2. Representatives shall be administered the Oath of Office by the SGA president at the SGA inauguration.

Par. 3. Members of the Cabinet, following their confirmation, and the president-elect and Vice-president-elect shall be administered the Oath of Office at the SGA inauguration.

## **Article V - Amendments**

Sec. 1. All amendments must be proposed by a two-thirds vote of the senate or by a petition containing signatures of ten percent of the full membership of the SGA being delivered to the president.

Sec. 2. Proposed amendments will be considered adopted upon a majority vote of the ballots cast, provided that the ballots are cast by a quorum of the SGA.

## **Article VI - Ratification**

Sec. 1. Upon ratification, this Constitution shall provide for the acceptance of the existing SGA officers until such time as new ones may be duly elected as set out in this document.

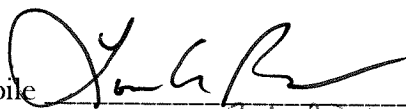
Sec. 2. In the circumstances of a collapse of the governing body of SGA, the heads of each department may appoint a student representative to participate in the temporary Ratification Council.

Par. 1. Each representative has to go through an approval process through SGA Staff Council.

Par. 2. The Ratification Council has sixty days to ratify a new constitution.

Sec. 2. This constitution is hereby recommended to the general student body by the general student body by the Executive Council of the Student Government Association of the University of Mobile as undersigned and shall be considered ratified and accepted by two-thirds of the ballots cast by that body, taking full force and effect as the Supreme Law of this Association, repealing all other previous documents and Constitutions not in accordance with this document as of this day.

President, University of Mobile



Vice President of Student Affairs



## **Glossary of Terms (\*)**

**Good Standing** - Any student not currently under university probation or sanction

**Activity Fee** - Need University definition.



**Quorum** - the minimum number of members of an assembly or society that must be present at any of its meetings to make the proceedings of that meeting valid.

**Amendment**- changes to current legislation or SGA constitution

**Ratification** - the action of signing or giving formal consent to a treaty, contract, or agreement, making it officially valid.