Student Government Constitution
BGSU Firelands Student Government Constitution

Article I: Purpose and General Intent

Section 1: Purpose
The purpose of Student Government, as set forth by this constitution, is to provide capable and responsible students to participate in BGSU Firelands campus life and activities as specifically delegated in the following articles.

Section 2: General Intent
The general intent of this document is to establish offices and agencies of Student Government through which:

A. Students may have opportunities for responsible participation in the Student Government for the benefit of the BGSU Firelands community

B. BGSU Firelands may gain the advantage of student deliberation and experience in arriving at the soundest possible policies and practices, with respect to matters that relate directly and uniformly to all enrolled students.

Article II: Jurisdictions
Student Government shall recommend policy and procedures for the benefit of the students of BGSU Firelands. The officers and agencies of Student Government shall execute the actions and decisions made insofar as specific powers and authority are delegated to such officers and agencies by the provisions of this constitution.

Article III: Powers and Responsibilities

Section 1: Legislative
Student Government shall exercise all legislative functions under the provisions of this constitution. The proceedings and actions of Student Government shall be restricted to such legislative matters. Official actions and decisions of Student Government shall be valid only when determined by simple majority vote of the members of said Student Government at executive meetings held in accordance with the provisions of the constitution.

Section 2: Executive:
Actions shall be restricted to executive and administrative functions in carrying out the provisions of this constitution and implementing any aforementioned enacted legislation.

Article IV: Membership, Nomination, and Election

Section 1: Membership
The main body of Student Government shall consist of the following offices: President, Vice President, Secretary, and Treasurer with the addition of the elected Chairperson of each of the recognized committees, if available.

Section 2: Elections Board
This board consist of five members, appointed by the President of Student Government, who are to elect their own chairperson. All registered students, faculty, and staff are eligible.

A. Rules and regulations governing campaigning shall be determined by the Elections Board.

B. The Elections Board shall be responsible for conducting all elections. No candidate nor current member of Student Government may serve as a member of the Elections Board, and no candidate may be present while the votes are being tabulated. The Elections Board shall preserve all ballots cast at each election, along with all records of tabulation, for a period of at least one year following the date of election. All election results shall be disclosed immediately upon completion of the tabulation.

C. If a candidate wishes to dispute either the election procedures or the results, the candidate must submit a written letter of the complaint to the chairperson of the Elections Board within seven days of the election. A study shall then be made by the person(s)
concerned, and a report shall be given to the current Student Government at its next executive meeting. Final outcome of the matter is to be determined by the current Student Government.

Section 3: Nomination and Election

The elected officers and chairpersons, who shall serve during the following academic year, will be elected by popular vote in April by the following nomination and election proceedings:

A. Elections for all offices and committee chairperson positions shall be held during the fourth full week following the return from Spring Break. A student wishing to become a candidate must submit a petition to the Elections Board, with an included statement as to the desired office. A petition for any office or committee chairperson’s position must have the signatures of twenty currently registered students.

B. All Candidates must have completed at least twelve credit hours at BGSU Firelands, be currently enrolled in BGSU classes, and be in good academic standing per the standards set forth by BGSU Firelands.

C. All students registered at BGSU Firelands shall be eligible to vote in a campus-wide election.

D. Elections for the offices and chairperson positions shall be as follows:
   1. The candidate receiving the highest number of votes for that position shall be declared elected.
   2. The candidate who is the runner-up to the candidate elected for each position shall be recorded by the current Secretary of Student Government. All such persons shall be considered as alternates for the purpose of filling vacancies in the offices during the ensuing year. In the event of a vacancy in any position or office, other than President, during the ensuing year, the alternate shall be named to fill said vacancy. A vacancy in the office of the President shall be filled by the elected Vice President.

E. In the event of a tie vote for any office, the current Student Government officers shall determine the candidate to be elected by way of a secret simple majority vote.

Article V: The Main Body

Section 1: Functions

The Student Government may enact legislation or take action by resolution:

A. To foster and promote a campus atmosphere conducive to high academic achievement and high standards of citizenship.

B. To establish general policies for the conducting of programs and activities of the committees.

C. To further friendly communication and fellowship among students, faculty, administrators, and staff of BGSU Firelands.

D. To establish and govern the activities of self-composed committees as considered necessary for the expedition of its work.

E. To develop student involvement in activities.

F. To maintain and build traditions in keeping with the high goals and standards of BGSU Firelands.

G. To extend a friendly welcome to new students.

H. To engage in community outreach and relationships.

Section 2: Meetings

A. Executive Meetings
   1. Student Government shall hold executive meetings at least twice per month while classes are in session.
   2. An executive meeting consists of the attendance of all Student Government officers, committee chairpersons, the advisor(s), and any other person(s) the President deems necessary at the meeting.
3. The Student Government may establish rules in governing the conduct of its own meetings.
4. Special meetings of the Student Government may be called by the President when deemed necessary. It shall be the responsibility of the Secretary to see that all members of Student Government are notified of special meetings.

B. General Meetings
1. General meetings are to be held at least twice per semester.
2. A general meeting consists of all Student Government officers, committee chairpersons, the advisor(s), clubs and organizations’ senators, and any member(s) of the BGSU Firelands student body.
3. A simple majority of the main body of Student Government and the club and organization senators is required to transact any business at general meetings.

Section 3: Attendance
All members of the Student Government are required to attend all scheduled and special meetings. In the event of two missed meetings, a Student Government member shall be questioned and required to provide a written explanation as to why he/she was absent. If the remaining members of the Student Government determine that the absences to be inexcusable, by way of a simple majority vote, or if a written explanation is not provided by the member in question, then the later-defined impeachment proceedings are to be carried out.

Section 4: Minutes
Student Government shall make a permanent record of the minutes of all of its proceedings at executive and general meetings. All records shall be permanently stored in the Student Government Office and available to all BGSU Firelands students upon request.

Section 5: Advisor(s)
A. The advisor(s) of the Student Government shall be nominated by the Student Government officers and invited by the President. The advisor(s) will be chosen by the current Student Government officers for the succeeding Student Government officers.
B. Any full-time faculty member or administrator is eligible to be the Student Government advisor.
C. The position for advisor shall be for a term of one academic year and must be chosen prior to Student Government elections in the spring semester.

Section 6: Impeachment Proceedings
In the case of inexcusable absences or violation of the Code of Conduct, a member of the Student Government may be impeached from their office by way of adherence to the following procedure:
A. The members of Student Government, not including the member in question, must come to the decision to begin impeachment proceedings by way of a simple majority vote. If there exists a tie in votes, the Student Government advisor(s) may be called upon to vote as the tie breaker(s) of said tie.
B. Once this decision has been reached, the member in question shall be notified of the intended proceedings. At this time, a hearing for said member shall be requested to be scheduled. If the member in question refuses response to this request within seven days, then the member is to be automatically impeached from his/her office, with none of the following steps taken.
C. At the scheduled hearing, which shall be scheduled no later than three weeks from the initial notification, allegations and supporting evidence for the impeachment of the member in question are to be read. It shall be at this time that said member will have the opportunity to plead a defense in their case. For the conduction of this hearing, the presence of the Dean or his/her designee shall be requested.
D. Following the hearing, the Student Government officers shall hold a vote in regard to the impeachment of the member in question. A supermajority (> 2/3) must be in favor of the impeachment for it to be carried out.
E. If this supermajority vote exists, the member in question shall be removed from office and have his/her title revoked.

F. The position will be filled in the manner expressed in Article IV. Section 3. Part D. Subsection 2.

**Article VI: Officers**

**Section 1: Positions and Term of Office**

A. Positions
   Officers of the Student Government shall consist of the President, Vice President, Secretary, and Treasurer.

B. Term and Term Limits
   1. Student Government terms shall be for one year, beginning June 1st. The Student Government Officer must be enrolled in classes for the duration of their term.
   2. Students that have previously served in Student Government may run for multiple terms for the same or different position. Officers are limited to two consecutive terms in the same position but may run for another position, if so desired.

**Section 2: Responsibilities and Functions**

A. The President
   1. Presides over all meetings of the Student Government.
   2. Calls special meetings of the Student Government as necessary.
   3. Gives general guidance and supervision to committee members in the enactment of their duties.
   4. Represents the Student Government at ceremonial functions.
   5. Represents and personifies the ideals and developing traditions of BGSU Firelands.
   6. Serves as the Student Representative to College Council or the Advisory Board. The decision as to which shall be served is to be coordinated with the Vice President.
   7. Appoints other Student Representatives to BGSU Firelands committees.

B. The Vice President
   1. Presides at meetings of the Student Government in the absence of the President.
   2. Performs all other duties and responsibilities of the President during the absence of the President or as delegated by the President.
   3. Succeeds in the office of the President if the presidency should be vacated during a regular term.
   4. Represents and personifies the ideals and developing traditions of BGSU Firelands.
   5. Serves as the Student Representative to the Advisory Board or College Council. The decision as to which shall be served is to be coordinated with the President.

C. The Secretary
   1. Notifies the members of Student Government of all scheduled and special meetings by way of recordable written communication.
   2. Notifies the Student Government and BGSU Firelands' student body of all general meetings by way of recordable written communication.
   3. Conducts an attendance survey of all meetings and maintains permanent records.
   4. Maintains the content on the Student Government website.
   5. Records and distributes the minutes of all meetings, along with maintaining correspondence and other records. All such files shall be passed to the Secretary of the following term.
6. Responds to all routine correspondence as requested by the President.

D. The Treasurer
1. Handles all funds and monetary transactions, as required for the operation of the Student Government.
2. Prepares any and all financial reports, including a monthly report for the current financial standing.
3. Reviews and recommends budgets for the clubs and organizations of BGSU Firelands.

Section 3: Code of Conduct
All members of Student Government shall be compelled to follow the Code of Conduct set forth by BGSU (http://www.bgsu.edu/downloads/sa/file99132.pdf), along with the following stipulations:

A. All members of Student Government shall conduct themselves in a manner that, at minimum, is of no cause for tarnish to the image of the Student Government.
   1. Violating behavior includes committing any crime, on or off campus, and committing any form of academic dishonesty, even if not cause for expulsion from the university.
   2. Violations should be reported to the advisor(s) of Student Government. Failure to disclose information to the advisor(s) shall result in the immediate impeachment of the violating Student Government member.

B. Failure to adhere to this Code of Conduct shall result in the application of the previously defined impeachment proceedings.

Article VII: Committees

Section 1: Committee Formation
The members of Student Government have the right and responsibility to establish committees to serve the student body. Committee membership will be determined by the representative Committee Chairpersons with the approval of the Student Government officers.

Section 2: Committee Type
A. Ad Hoc Committees
   1. Student Government has the right and responsibility to form committees as they are needed. Chairpersons for the ad hoc committees will be appointed by the President of Student Government.
   2. These committees can become standing committees if Student Government deems them necessary to continue in subsequent years. This will be determined by a simple majority vote of all Student Government officers.
   3. If ad hoc committees are not deemed necessary as standing committees, the ad hoc committees shall dissolve with the end of the Student Governments’ term.

B. Standing Committees
   1. Standing committees will have chairpersons that are elected in an all-campus vote, alongside Student Government officers.
   2. Chairpersons of each standing committee shall be the liaison from the standing committee to the Student Government. Likewise, the chairperson of each standing committee shall be the student representative for the college level committee, if one exists.
   3. In the case that there is no elected chairperson for any of the standing committees, the Student Government President shall appoint a chairperson for each of the standing committees left vacant from the existing Student Government officers.

Section 3: Current Standing Committees
A. The Student Activities Committee
   1. The Chairperson acts as the liaison between Students Government and Student Clubs and Organizations.
2. The Chairperson acts as the liaison between the Coordinator of Student and Campus Activities.
3. Plans and enacts special events as deemed appropriate or necessary.
4. Provides social, cultural, and entertainment events for the student body.

B. The Academic Affairs Committee
   1. Recommends legislation to college level committee
      a. To promote quality education at an affordable cost
      b. To promote open communication between the students, faculty, and administration of BGSU Firelands.
      c. To solicit and provide significant student input in all academic issues.
   2. Develop Programs that are designed to improve the academic life for students.