The Constitution of the Student Government of the College of Liberal Arts of Drew University

Ratified: March 28th, 2012

Amended: Spring 2013
The Student Government
of the College of Liberal Arts of Drew
University

Constitution

Preamble
A. We, the Student Government of the College of Liberal Arts of Drew University, affirm that
students have the right to play a significant role in the governance affecting the student
experience. The most effective way to fulfill this role is through a strong democratic
institution.

ARTICLE I: NAME
A. The name of this organization will be the Student Government of the College of Liberal
Arts of Drew University. For the purpose of this document, the organization will be
herein referred to as the Student Government.

ARTICLE II: OBJECT
A. The Student Government shall serve as the primary governing organization for Drew
University CLA students. The object of the Student Government is to be the official
liaison between the students and the University Faculty and Administration; to act in an
advisory capacity to the Faculty and Administration; to strive to make the University a
continually more serviceable institution; to serve students as a resource in resolving
concerns; to be the means by which students influence the educational programs,
processes, and the administrative management of the University; and to determine the
status of student organizations and to distribute funds to eligible student organizations.
The Student Government is therefore the general interest group on campus advocating in
the interest of all undergraduate students.

ARTICLE III: STRUCTURE
A. The Student Government shall be composed of the Executive Cabinet and the Senate,
each acting as the Executive and Legislative branches respectively.

ARTICLE IV: MEMBERSHIP
A. The Student Government will consist solely of CLA students in good social and
academic standing as defined by Daniel’s Dictionary.
B. Elected members of the Student Government shall be elected pursuant to the “Drew
University Student Government Elections Statutes” of the Elections Committee.
C. Unless otherwise stated, all appointed positions within the Student Government shall be
appointed by the President and approved by two-thirds (2/3) of Senators present and
voting. Additional appointment procedures for specific positions are outlined in the By-
Laws.
D. Students shall assume office upon formal seating and administration of an oath of office by the Attorney General.
E. The Student Government shall not discriminate on the basis of race, ethnicity, national origin, color, gender, gender identity, religion, religious creed, age, sex, ancestry, sexual orientation, or disability.

ARTICLE V: EXECUTIVE CABINET

A. President
  1. Shall have been enrolled as a full-time student for at least three entire semesters at the CLA
  2. Shall not have been impeached or recalled from any position within the Student Government during the semester prior to or the semester of his or her inauguration
  3. Shall be elected by the student body and inaugurated in the spring semester
  4. Serves as the Chief Executive Officer of the Student Government and is responsible for executing all its policies and objectives
  5. Serves as the spokesperson for the Student Government and the Student body as a whole
  6. Approves or vetoes (including line-item veto) legislative decisions of the Senate with a signature within one (1) week of Senate approval.
  7. Appoints students to represent the Student Government on University committees pursuant to Article IV, Section C of this Constitution
  8. Facilitates the Student Government’s involvement with University-wide financial planning and priorities
  9. Receives reports on and makes recommendations for the allocation of all student controlled fees, where a board has not been established to oversee such allocations
  10. Appoints students to all offices of the Executive Cabinet (with the exception of the B&A Chair and the SOAB Chair) to be approved at the time of the President and Vice President’s inauguration pursuant to Article IV, Section C of this Constitution.
  11. Evaluates the performance of the Student Government officers, and make recommendations through the Executive Cabinet to the Senate concerning their individual continuations in office

B. Vice President
  1. Shall be elected by the student body and inaugurated in the spring semester at the same time as the President
  2. Serves to assist the President in long-term planning, special projects and initiatives
  3. Assumes the office of the President in the President’s absence or at the President’s request
4. Serves as the presiding officer of the Senate
5. The Vice President shall have the authority to cast a vote in the Senate only to break a tie vote.

C. Chief of Staff
1. Oversees, advises, and organizes the functions of the Executive Cabinet and Student Government committees and boards

D. Attorney General
1. Ensures that the Student Government, in whole and in part, remains in compliance with the Constitution, By-Laws, and resolutions of the Senate
2. Hears complaints and make rulings involving procedural error against any body or member of the Student Government.

E. Budget and Appropriations Board (B&A Board) Chair
1. Shall have been enrolled as a full-time student for at least three entire semesters at the CLA
2. Shall not have been impeached or recalled from any position within the Student Government during the semester prior to or the semester of his or her inauguration
3. Shall be elected by the student body in the Spring semester and sworn-in at the time of the President’s inauguration
4. Serves as the Chair of the Budget and Appropriations Board

F. Student Organization Advisory Board (SOAB) Chair
1. Shall have been enrolled as a full-time student for at least three entire semesters at the CLA
2. Shall not have been impeached or recalled from any position within the Student Government during the semester prior to or the semester of his or her inauguration
3. Shall be elected by the student body in the Spring semester and sworn-in at the time of the President’s inauguration
4. Serves as the Chair of the Student Organization Advisory Board

G. Executive Secretary
1. Records and maintains the minutes of each session of the Senate and Executive Cabinet.

H. All other duties and responsibilities of the Executive Cabinet can be found detailed in the By-Laws of the Student Government of the College of Liberal Arts of Drew University.

ARTICLE VI: SENATE

A. Structure and Operations
1. The Senate shall be composed of Class Senators voted into office by their respective constituencies. One seat shall be granted for every 100 members of each class. Class membership shall be rounded up from 50. (i.e. If a class has 450 members, it would receive 5 Senate seats.)
2. The Senate shall be elected by the student body within four (4) weeks of the
beginning
of the fall semester. Members of the Senate shall be sworn in within one (1) week
of their election.
3. A quorum of two-thirds (2/3) of the total Senate membership is required for the
Senate to conduct official business.
4. Upon swearing into office, each Senator is responsible to fulfill his or her
responsibilities as outlined by this Constitution, the By-Laws, and other mandates
of the Senate.
5. The Senate shall have at least one (1) regular session every week during the
academic year unless a meeting is declared unnecessary by rule of the Senate.
Days during which classes are not in session may be excluded from the
calculation and scheduling sessions of the Senate.
6. President pro Tempore
   i. The President pro Tempore shall be a Senator.
   ii. The President pro Tempore shall serve as the liaison between the
       Senate and the Executive Cabinet.
   iii. The Senate shall choose its President pro Tempore, to be elected by a
       simple majority vote at the second full meeting of the Senate in the fall
       semester.
7. Voting Procedure
   i. Only Senators may vote on any issue or legislation within a meeting
       of the Senate.
   ii. All voting shall be open. Voting by secret ballot is acceptable under
       conditions decided upon by the Senate.
   iii. The Senate reserves the power to override the Presidential veto by a two-
       thirds (2/3) vote. If a piece of legislation had originally required a two-
       thirds (2/3) vote to pass the Senate, it would require a three-fourths (3/4)
       majority to override the Presidential veto.
   iv. All other voting procedures shall be made pursuant to the By-Laws of the
       Student Government of the College of Liberal Arts of Drew University and
       the newest edition of Robert’s Rules of Order.
B. Powers and Responsibilities
   1. Represent the voices of Senators’ respective constituencies
   2. Recommend to the University President proposed legislation regarding
       University life, policies, and concerns of the student body
   3. Approve the Student Government budget
   4. Retain all powers vested in the Student Government that are not specifically
       delegated in the Constitution and By-Laws of the Student Government.
ARTICLE VII: BOARDS

A. Student Organization Advisory Board (SOAB)
   1. Purpose
      i. SOAB provides advisement and support to all CLA student organizations.
      ii. SOAB oversees the organization registration process and the development of new organizations. SOAB has the power to determine the status of all student organizations of the College of Liberal Arts of Drew University.
      iii. SOAB creates, implements, publicizes, explains, and enforces policy governing student organizations.
      iv. SOAB provides a forum for communication among campus organizations.
      v. SOAB serves as an information source and advocate for student organizations.
   2. Membership
      i. Membership shall be composed of members of the Senate and the student body at large.
   3. Operations
      i. All decisions of SOAB regarding the statuses of student organizations are not considered final until approved by the Senate.
      ii. Specific operations and membership selection of SOAB not outlined in this Constitution are detailed in the By-Laws of the Student Government.

B. Budget and Appropriations Board (The B&A Board)
   1. Purpose
      i. The B&A Board is responsible for the management of the budget of the Student Government.
      ii. The B&A Board will make recommendations to the Senate on student organization account procedures, policies, and objectives.
   2. Membership
      i. Membership shall be composed of members of the Senate and the student body at large.
   3. Operations
      i. All approved budgetary and funding decisions of the B&A Board are not considered final until approved by the Senate.
      ii. At the beginning of each semester, the Senate shall provide the Executive Cabinet with an allocation for the general operations of Student Government.
      iii. The semesterly budget of the Student Government shall be divided in order as follows:
         1. 10% of total money granted to the Student Government from the Office of Campus Life and Student Affairs shall be allocated to the senate.
ii) A minimum of 80% and a maximum of 87% of funding shall be granted to budgets of student organizations.
   (1) Budgeting numbers for the coming semester shall be based upon the total allocation of the semester during which club budgeting occurs.
   (2) Should the entire allocation for the coming semester be different from the predicted amount used for budgeting, the amount allocated to club budgets shall not be changed, so long as there exists sufficient funding to cover the difference. Money shall first be taken from the ad hoc fund to cover such a difference.
iii) Any remaining money in the budget shall be used for ad hoc sessions.
iv) At the end of each semester, any remaining money that is not used shall remain where it was originally allocated within Student Government, with the exception of the following:
   (1) Any money remaining in club budgets upon the end of the semester shall be transferred to the ad-hoc fund.
   (2) Any money remaining in the executive cabinet allocation shall be returned to the Senate upon the end of the semester.

iii. Specific operations and membership selection of the B&A Board not outlined in this Constitution are detailed in the By-Laws of the Student Government.

ARTICLE VIII: COMMITTEES

A. All committees of the Student Government and their functions are outlined in the By-Laws.

ARTICLE IX: ADVISOR

A. The advisor to the Student Government shall be a full-time employee of Drew University, chosen by the Executive Cabinet and approved by the Senate.
B. Responsibilities
   1. Provide advice and guidance to the members of the Student Government on matters of importance to the Student Government
   2. Serve as a conduit, when requested, between the Student Government and the Faculty and Administration of the University
   3. Oversee the counting of ballots at Student Government elections
   4. Serve as a repository of Student Government knowledge and provide this information when requested and as necessary to the members of the Student Government

ARTICLE X: ELECTIONS

A. All elections shall be run in accordance with the “Drew University Student Government Election Statutes” and organized by the Elections Committee.
ARTICLE XI: REFERENDA

A. Upon presentation to the Attorney General of a petition signed by at least ten percent (10%) of the electorate concerned or signed by two-thirds (2/3) of the members of the Senate, the issue proposed on that petition shall be submitted to the electorate for a popular vote. A simple majority vote on the issue shall be binding. The Student Government shall announce and offer an outline of the referendum issue.

ARTICLE XII: IMPEACHMENTS AND RESIGNATIONS

A. Impeachment
   1. Grounds for impeachment shall be as follows:
      i. Any active member of the Student Government may be impeached for not fulfilling their duties and responsibilities as outlined by this Constitution or By-Laws.
      ii. Any other officials elected through Student Government-sponsored elections can be impeached for not fulfilling the duties and responsibilities as outlined in their respective Constitutions.
   2. Impeachment procedures shall guarantee the accused person reasonable substantive and procedural due process. If the accused person is present at the meeting at which their impeachment is to be tried, it shall be delayed until the next meeting. If the Senator is again absent, the Senate may vote to proceed on the impeachment.
   3. Impeachment Procedure
      i. The Attorney General shall serve as the presiding officer over impeachment trials.
      ii. Should the impeachment charges be directed at the Attorney General, the President Pro Tempore shall serve as the presiding officer over the trial.
      iii. Detailed impeachment procedure is outlined in the By-Laws of the Student Government.

B. Resignation
   1. Any officer of the Student Government reserves the right to resign at any time.
   2. The resigning officer must submit a written resignation letter to the President pro- Tempore two (2) weeks prior to official resignation.
   3. In the event of a resignation, that member’s seat is thereafter considered vacant.

Ratified: March 28th, 2012

9 of 13

Amended: Spring 2013
ARTICLE XIII: VACANT SEATS

A. Vacancies of Elected Positions
   1. In the case of a vacant elected seat during the fall semester, the President shall appoint an individual to fill that seat for the remainder of the semester, pursuant to Article IV, Section C of this Constitution. A special election must be held, at the latest, within the first three (3) weeks of the spring semester or to fill that seat for the remainder of the term of that position. A special election may be held earlier if needed.
   2. In the case of a vacant elected seat during the spring semester, the President shall appoint an individual to fill that seat for the remainder of the term of that position, pursuant to Article IV, Section C of this Constitution. In the case that the elected vacant seat is the President, the Vice President will automatically assume the position of President. If the Vice President is unable to assume the position of President (for reasons only including resignation, impeachment, recall, or death), the line of succession to the Presidency is as follows: President pro Tempore, Attorney General, Chief of Staff, and Executive Secretary. If none of these positions are able to assume the Presidency because of resignation, impeachment, recall, or death, an emergency Presidential election must be held within two (2) weeks.
   3. In the case that the elected vacant seat is the Vice President, the President shall appoint a replacement Vice President within one (1) week of the vacancy pursuant to Article IV, Section C of this Constitution.

B. Vacancies of Appointed Positions
   1. In the case of a vacant appointed position, the individual responsible for appointing that position must appoint a new person to fill the position pursuant to that position’s specific appointment procedure.

ARTICLE XIV: AMENDMENTS

A. Amendment Procedure
   1. Any and all amendments to this Constitution must first be approved by two-thirds (2/3) of the Senate present and voting.
   2. After approval by the Senate, any and all amendments to this Constitution must be approved by a majority of all voting students in campus-wide election, run in accordance with the “Drew University Student Government Election Statutes” and organized by the Elections Committee.
   3. If considered approved by a majority of the voting student body, amendments to this Constitution will take effect immediately and are considered binding.
ARTICLE XV: RATIFICATION

A. After approved by two-thirds (2/3) of the Senate present and voting, this document shall be submitted to eligible voters by the next election, must be sent over e-mail to all members of the CLA, and posted in the University Center. If a majority of those eligible and voting approve, this Constitution shall be considered ratified.

B. After ratification by the student body, this Constitution shall completely replace the SGA Constitution of 2006 and becomes binding immediately. The SGA Constitution of 2006 is thereafter null and void. Any elections and appointments that occur after ratification shall conform to this new Constitution of 2011.

C. Upon ratification of this Constitution, the official transition language outlined in Article XVI shall take effect.

ARTICLE XVI: TRANSITION

A. The purpose of this article is to aid the current Student Government Association during the transition from the Constitution of 2006 to this Constitution of 2011. This article outlines some specific procedures that will only take effect for a limited amount of time as specified below.

B. The following Senate positions will be immediately and permanently eliminated:
   1. University Senator
   2. Dorm Senators
   3. Commuter Senator

C. Additional Class Senator positions will be immediately created as pursuant to Article VI, Section A1 of this Constitution.

D. The President shall appoint students (who will serve until new Senators are elected and sworn-in in the fall of 2011) to all necessary Senate positions.

E. The President shall make any necessary adjustments to the Executive Cabinet of 2010-2011 to fit this Constitution. The Student Government President of 2011-2012, elected in the spring, shall appoint members to the Executive Cabinet of 2011-2012 at the time of his or her inauguration.

F. Chairs of the B&A Board and SOAB shall be elected and inaugurated at the time of the President and Vice President in the spring.

G. The Senate of 2011-2012 shall be elected in the fall. Thereafter, Senators shall be elected in the spring pursuant to Article VI, Section A2 of this Constitution.

H. The Senate shall be held accountable to the former Student Government Association By-Laws for the remainder of the 2010-2011 academic year.

I. The By-Laws of the new Student Government shall take effect upon approval by the 2011-2012 Senate which must occur at the first full senate meeting of the fall semester of 2011.
J. All committees of the Student Government will be temporarily disbanded until the new Senate of 2011-2012 is elected, sworn-in, and assigned to committees.

K. ECAB and SOAC

1. These organizations will continue to function normally for the remainder of the 2010-2011 academic year.

2. At the start of the 2011-2012 academic year, ECAB will be replaced by the Budget and Appropriations Board of the Student Government. ECAB will cease to exist.
   i. Article VII, Section B3 ii of this Constitution shall not take effect until the 2012-2013 academic year.

ii. 2011-2012 Budget

   1. The Student Government’s total annual budget allocated by the Office of Campus Life and Student Affairs shall be what would have been the combined budget of ECAB, SOAC, and SGA for that year.

   2. 10% of total money allocated to the Student Government shall be used for general operations of the Student Government.

   3. After the cost of general operations has been accounted for, a minimum of 40% and a maximum of 65% of the budget shall be granted to budgets of student organizations.

   4. Any remaining money in the budget shall be used for ad hoc sessions.

3. At the start of the 2011-2012 academic year, SOAC will be replaced by the Student Organization Advisory Board of the Student Government. SOAC will cease to exist.

L. For this transition period, membership of SOAB and the B&A Board will be determined by the President. Members will serve until the swearing-in of Senators for the 2011-2012 academic year. At that time, membership for these Boards will be determined as outlined in the By-Laws.

M. The Executive Cabinet of 2011-2012 shall continually examine the effectiveness of this Constitution and the By-Laws and initiate any necessary revisions processes.

N. The Executive Cabinet of 2011-2012 shall enter into negotiations with the administration and Student Activities office with the goal of furthering students’ involvement in the Student Activities budget allocation process.
ARTICLE XVII: SUPREMACY

A. This Constitution shall guide every aspect of the Student Government of the College of the Liberal Arts of Drew University. Anything which contravenes or contradicts this Constitution is null and void.

ARTICLE XVIII: APPROVAL BY CLA STUDENT BODY

A. This document shall be put to a vote of the CLA student body on March 28th, 2011.
B. This document has been officially ratified, pursuant to Article XV of this Constitution. The election has been confirmed by the Attorney General and the Joint Elections Board Chair at 8:14pm on March 28th, 2011.