UNIVERSITY OF DELAWARE
STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

APRIL 2012

ARTICLE I. PURPOSE & RESPONSIBILITIES

Mission Statement - The StUDent Government Association (SGA) at the University of Delaware serves to represent the undergraduate student population. We are firm in our determination to enhance student life by actively addressing student issues as the liaison among students, faculty, and administration. We strive to foster an empowered University community as a leading influence encouraging all students to Be Heard.

Responsibilities – The StUDent Government Association is established to:

• Support the mission of the University of Delaware by assisting in the creation of a diverse, sustainable, and engaged campus;
• Provide an open forum for students to voice concerns and actively pursue resolutions;
• Serve as the undergraduate student liaisons to University administration, faculty, staff, Board of Trustees, the City of Newark, and the State of Delaware;
• Host monthly StUDent Government Association Meetings during Fall and Spring semesters
• Hold elections in the Fall and Spring to democratically fill open student representative positions

ARTICLE II. ORGANIZATIONAL STRUCTURE

The StUDent Government Association shall consist of three branches: Executive, Legislative, and Judicial (See Appendix A: Organizational Chart).

Section 1. Executive Branch - The Executive Branch, also known as the Executive Cabinet, shall consist of the Student Body President, Executive Vice President, Vice President of University Affairs, Vice President of Administration & Finance, Chief Justice, Advisor(s), and an appointed Chief-of-Staff.

A. Student Body President - The Student Body President (SBP) is the official representative of the StUDent Government Association and the undergraduate student body at the University of Delaware.

Responsibilities – The Student Body President shall:

• Create the agenda and chair weekly meetings of the Executive Cabinet;
• Serve as a positive role-model for the undergraduate students;
• Maintain close relationships with the University community;
• The President may veto any resolution passed by the Senate. The President has ten (10) academic days to veto a resolution upon its passage. If no action is taken within ten (10) academic days, the resolution becomes official. Resolutions that are vetoed by the President may be overridden with a three-fifths (3/5) vote of the Senate and will become official policy of the undergraduate government;
• Make recommendations to fill any vacant seats after the Fall Election or if the need is warranted or through resignation (All recommendation for appointment must be confirmed by a 2/3 Senate vote);
• Register the StUDent Government Association as a Registered Student Organization with the Activities & Programming Office annually;
• Attend University Student Centers (USC) President’s Training & Treasurer Training in the
Qualifications – The Student Body President must be a matriculated undergraduate student with a minimum GPA of 2.5. Furthermore, he/she must have completed one full term on the Executive Cabinet of SGA.

B. Executive Vice President - The Executive Vice President (EVP) shall assist the Student Body President in the overall leadership of the organization. The Executive Vice President shall support the Student Body President in developing relationships with other groups on campus in order to foster positive relationships.

Responsibilities – The Executive Vice President shall:
• Serve as the official Speaker of the Senate;
• Create the agenda and chair monthly meetings of the Student Government Association;
• Preside over all Executive Cabinet meetings in the absence of the Student Body President;
• Host Legislative Branch meetings at his/her discretion;
• Attend University Student Centers (USC) President’s Training in the Fall to understand and promote University policies, processes, and resources.

Qualifications – The Executive Vice President must be a matriculated undergraduate student with a minimum GPA of 2.5. Furthermore, s/he must have completed one full term as an elected or appointed member of the Student Government Association.

C. Vice President of University Affairs – The Vice President of University Affairs (VPUA) shall be responsible for leading half of the Legislative Branch. S/He is responsible for the oversight of Academic Affairs, Residential Affairs, Governmental Affairs, and Student Affairs Senators and Committees.

Responsibilities - The Vice President of University Affairs shall:
• Set the agenda for Academic Affairs, Residential Affairs, Governmental Affairs, and Student Affairs Senators and Committees;
• Disseminate issues and information to respective committees;
• Meet with each of his/her committees at least once a month;
• Attend University Student Centers (USC) President’s Training in the Fall to understand and promote University policies, processes, and resources.

Qualifications – The Vice President of University Affairs must be a matriculated undergraduate student with a minimum GPA of 2.5. Furthermore, he/she must have completed one full term as an elected or appointed member of the Student Government Association.

D. Vice President of Administration & Finance - The Vice President of Administration & Finance (VPAF) shall be responsible for leading half of the Legislative Branch. S/He is responsible for the oversight of the Programming, Finance, and Public Relations Senators and Committees.

Responsibilities – The Vice President of Administration & Finance shall:
• Set the agenda for Programming, Finance, and Public Relations Senators and Committees;
• Serve as the official Treasurer; ultimately maintaining all accounts, budgets, allocations, expenditures, and audits;
• Sit on the University Student Centers Allocation Board;
• Meet with each of his/her committees at least once a month;
• Attend University Student Centers (USC) President’s Training & Treasurer in the Fall to understand and promote University policies, processes, and resources.

Qualifications - The Vice President of University Affairs must be a matriculated undergraduate student with a minimum GPA of 2.5. Furthermore, he/she must have completed one full term in the Student Government Association.

E. Chief Justice – The Chief Justice shall be responsible for leading the Judicial Branch.

Responsibilities – The Chief Justice shall:
• Set the agenda for the Judicial Branch;
• Enforce the constitution, bylaws, and membership obligations;
• Maintain accurate attendance records of SGA Senators and minutes of SGA Meetings
• Develop and uphold a rewards program for exemplary members
• Meet with the Judicial Branch at least biweekly;
• Assist with the New Recognized Student Organization Recognition Process
• Attend University Student Centers (USC) President’s Training & Treasurer in the Fall to understand and promote University policies, processes, and resources.

Qualifications - The Chief Justice must be a matriculated undergraduate student with a minimum GPA of 2.5. Furthermore, he/she must have completed one full term as an elected or appointed member of the Student Government Association.

F. Advisor - The advisor must be a full time professional faculty or staff person, no part time/salaried staff or graduate students may serve as the official advisor. The StUDent Government Association Advisor shall be the Director of University Student Centers. The Advisor will also hear all cases involving member impeachment.

G. Chief of Staff – The Chief of Staff will be appointed by the Student Body President to assist him/her with administrative functions necessary to operate the organization. The Chief of Staff is a non-voting member of the Executive Cabinet and the StUDent Government Association.

Section 2. Legislative Branch - The Legislative Branch, also known as the Delaware Undergraduate Student Senate (DUSS), shall consist of Academic Affairs, Residential Affairs, Governmental Affairs, and Student Affairs Senators and Committees. All Senators in the Legislative Branch have voting power in The DUSS. The DUSS shall represent student interests as members of the various committees within SGA. The Senate shall write the policies of SGA with the assistance of the Student Body President and Executive Vice President through resolutions, by-laws and amendments. No resolution may violate a by-law or amendment. No by-law may violate an amendment. The judicial branch shall have the final determination as to the constitutionality of each by-law and resolution. The Senate shall confirm all SGA appointments as outlined in Article V, Section 1 and Section 2.

A. Academic Affairs – The Academic Affairs Committee shall be responsible for addressing all academic related concerns and support activities to promote relationships with each of the seven colleges (College of Agriculture & Natural Resources, College of Arts & Sciences, Alfred Lerner College of Business & Economics, College of Earth Ocean, and Environment, College of Education and Human Development, College of Engineering, and College of Health Sciences). One representative from each of the Academic Advisory Boards will be elected to the Academic Affairs Committee in the Fall. Senators will serve as a conduit of information to and from their respective college. This committee consists of seven (7) senators who work directly with the Vice President of University Affairs.
B. Residential Affairs - The Residential Affairs Senator shall be responsible for addressing all residential related concerns and support activities to promote relationships with each of the four campuses (North, South, East, and West). This Senator shall be elected in the Fall and serve as the official liaison between the Residential Student Association (RSA) and StUDent Government Association (SGA). The Senator will serve as a conduit of information to and from RSA. This Senator will work directly with the Vice President of University Affairs.

C. Governmental Affairs - The Governmental Affairs Committee shall be responsible for addressing all governmental related concerns and support activities to promote relationships with the City of Newark and the State of Delaware. Governmental Affairs Senators shall be appointed by the Executive Cabinet in the Spring. This committee consists of two (2) appointed senators who work directly with the Vice President of University Affairs.

D. Student Affairs - The Student Affairs Committee shall be responsible for addressing all other student concerns not previously mentioned and support activities to promote unity among the University community. Five (5) Student Affairs Senators will be elected in the Spring and five (5) Student Affairs Senators will be elected in the Fall to advocate for populations of students including, but not limited to: registered student organizations (RSOs), fraternity/sorority affairs, international students, commuter students, and disabled students. This committee consists of ten (10) elected senators who work directly with the Vice President of University Affairs.

E. Programming – The Programming Committee shall be responsible for planning and executing all major events for the StUDent Government Association including but not limited to: Fall Elections, Spring Elections, and special events to support the mission of the organization. Three (3) Programming Senators shall be appointed by the Executive Cabinet in the Spring. This committee consists of three (3) appointed senators who work directly with the Vice President of Administration & Finance.

F. Finance – The Finance Committee shall be responsible for the allocation of StUDent Government Association funds and assist with University Student Centers Treasurer Training. Three (3) Finance Senators shall be appointed by the Executive Cabinet in the Spring. This committee consists of three (3) appointed senators who work directly with the Vice President of Administration & Finance.

G. Public Relations – The Public Relations Committee shall be responsible for marketing of all major StUDent Government Association business including but not limited to: Fall Elections, Spring Elections, Signature Event, SGA Meetings, and Forums. The Public Relations Committee shall maintain the SGA Website, Social Media, and serve as the primary contact with student media outlets. Three (3) Public Relations Senators shall be appointed by the Executive Cabinet in the Spring. This committee consists of three (3) appointed senators who work directly with the Vice President of Administration & Finance.

Section 3. Judicial Branch - The Judicial Branch shall consist of two (2) Associate Justices who assist the Chief Justice in carrying out his/her duties. Associate Justices will assist with the New Recognized Student Organization Recognition Process (including new organization constitution writing) and must attend University Student Centers (USC) President’s Training & Treasurer in the Fall to understand and promote University policies, processes, and resources. Finally, the judicial branch shall have the final determination as to the constitutionality of each by-law and resolution passed by The Senate.

Section 4. General Members – All undergraduate students at the University of Delaware are eligible to be General Members of the StUDent Government Association. General Members can join committees of their choosing but do not have voting power in the Senate.
ARTICLE III. NON-DISCRIMINATION CLAUSE

The StUDent Government Association agrees to adhere to all policies and procedures of the University of Delaware, the Code of Conduct, and all local, state, and federal laws. The StUDent Government Association agrees to not discriminate on the basis of race, creed, color, gender, age, religion, national origin, veteran, handicap status, or sexual orientation.

ARTICLE IV. MEMBERSHIP EXPECTATIONS

Section 1. Attendance - Attendance at the StUDent Government Association Monthly meetings, committee/branch meetings, executive meetings (if applicable), and SGA-sponsored events is required. If there is a scheduling conflict, members must notify the Chief Justice at least 48 hours in advance. Excused absences include, but are not limited to the following:

- Documented illness (note from student health required)
- Family emergency
- Academic conflicts (ex: class, exam, etc.)

Excuses will be reviewed on a case-by-case basis. If the excuse is not valid, the member will receive a strike. After the second strike, the member will meet with a representative of the Judicial Branch to discuss and gather feedback on his/her performance.

After a third strike, a representative of the Judicial Branch will promptly contact the member in question to discuss the situation. The member's case will be shared with the judicial branch in which discussion regarding the member's future membership in the organization will be decided. All final recommendations and decisions must be approved by the organization's advisor.

ARTICLE V. ELECTIONS & APPOINTMENTS

Section 1. Fall Elections & Appointments – Fall Elections should take place by the 3rd week of the October.

A. Elections - Elections are open to all full-time undergraduate students at the University of Delaware.

5 Student Affairs Senators
7 Academic Affairs Senators
1 Residential Affairs Senator

*any unfilled elected positions from the previous Spring Election may be carried over to the Fall Election

B. Appointment - The Student Body President shall make recommendations to fill any vacant seats after the Fall Election or if the need is warranted or through resignation (All recommendations for appointment must be confirmed by a 2/3 Senate vote)

*any unfilled appointed positions from the Spring Appointment may be carried over to the Fall Appointment

Section 2. Spring Elections & Appointments – Spring Elections should take place by the 3rd week of April.

A. Election - Elections are open to all full-time undergraduate students at the University of Delaware.
B. Appointment - The Student Body President shall make recommendations to fill any vacant seats after the Fall Election or if the need is warranted or through resignation (All recommendations for appointment must be confirmed by a 2/3 Senate vote)

1 Chief of Staff
2 Government Affairs Senators
3 Programming Senators
3 Finance Senators
3 Public Relations Senators
2 Associate Justices

ARTICLE VI. IMPEACHMENT

The Student Government Association reserves the right to remove any member of the organization for violating the University of Delaware Code of Conduct, local or state laws, or membership obligations, pending a 2/3 majority vote. Motions for Impeachment must be submitted in writing to the SGA Advisor and Chief Justice at least ten business days prior to a regularly scheduled monthly Senate Meeting. The Judicial Branch, along with the assistance of the SGA Advisor, will hear all cases involving impeachment.

ARTICLE VII. MEETINGS

Section 1. Executive Cabinet – The Executive Cabinet shall meet at least once a week during the Fall and Spring Semesters and in accordance to the University’s Academic Calendar.

Section 2. Legislative Branch – The meeting schedule for committees within the Legislative Branch will set by the Vice President for University Affairs and the Vice President of Administration & Finance.

Section 3. Judicial Branch – The Judicial Branch is required to meet at least biweekly. Members of the Judicial Branch are also expected to assist during University Student Centers New Registered Student Organization Recognition Days.

Section 4. Student Government Association Monthly Meetings – The entire association will meet at least once during the following months: September, October, November, December, February, March, April, May for no longer than 120 minutes. Meetings may exceed 120 minutes with a 2/3rds majority vote.

Section 5. Senate Meetings – Monthly Senate Meetings will be scheduled during the following months: September, October, November, December, February, March, April, May for no longer than 120 minutes. Meetings may exceed 120 minutes with a 2/3rds majority vote. Official Student Government Association business can only be voted upon during these sessions.

ARTICLE VIII. DISBURSAL OF ORGANIZATIONS ASSETS
The University Student Centers shall inherit the assets of the StUDent Government Association should the group become defunct.

**ARTICLE IX. DECISION-MAKING POLICY**

The StUDent Government Association shall vote on all major business and decisions. In order to carry, a simple majority (51%) is required.

**ARTICLE X. QUORUM**

In order to motion to vote on official StUDent Government business within the Executive Cabinet or the Senate, 2/3 of the seated members must be present.

**ARTICLE XI. CONSTITUTIONAL AMENDMENTS & BY-LAWS**

The StUDent Government Association reserves the right to create amendments to this constitution and establish and maintain bylaws to further develop policies and procedures complimentary to this constitution.

Amendments and by-laws must receive 3/4 majority vote to carry. All amendments and by-laws must be submitted to the Chief Justice 10 business days prior to the regularly scheduled StUDent Government Monthly Meetings and be shared with all voting members of the association.

Amendments to this Constitution may be passed by the Senate by a three-fourths (3/4) vote of members present with a two-thirds (2/3) quorum at the meeting.

The Legislature, by majority vote, can pass By-Laws. A By-Law once passed becomes the official rule of the StUDent Government Association of the University of Delaware, and must be followed as any other Article of the Constitution would. Upon the passage of any new By-Law or Amendment, a copy of the said piece of legislation must be sent to the Student Body President and Chief Justice of the Judicial Council from the Executive Vice President within five (5) academic days of its passage.

After the StUDent Body President receives a passed resolution, s/he has ten (10) academic days to veto. If no action is taken within ten (10) academic days, the bylaw or amendment becomes official. If the By-Law is vetoed the Senate can override the veto with a 3/5 vote.

**ARTICLE XII. RESOLUTIONS**

The Legislature can, by a majority vote, pass resolutions in a Senate session. Resolutions shall be submitted to all voting members, as well as the entire cabinet, ten (10) days prior to a Senate session. Any resolution not submitted to voting members and the Executive Cabinet prior to the ten (10) days before a Senate session will not be eligible for legislative vote. Upon a resolution’s passage, a copy of the said resolution must be sent to the Student Body President and Chief Justice by way of e-mail or campus mail within five (5) academic days of its passage. Resolutions passed by the Senate and signed by the Student Body President will become the official position of the undergraduate government.

The President may veto any resolution passed by the Senate. The President has ten (10) academic days to veto a resolution upon its passage. If no action is taken within ten (10) academic days, the resolution becomes official. Resolutions that are vetoed by the President may be overridden with a three-fifths (3/5) vote of the Senate and will become official policy of the undergraduate government.
Molly Sullivan, ’12 Student Body President

Jessica Ma, ’12 Executive Vice President

Andrew Shermeyer, ’12 Director of Treasury

Dave Mroz, ’12 Director of Operations

Michelle Barineau, ’12 Director of Public Relations

Tierney Keller, ’12 Director of Special Projects

Marilyn Prime, SGA Advisor

Kevin Pons, SGA Graduate Advisor

Alex Keen, Assistant Director Activities & Programs

Date