

# *Constitution of the Student Government of The University of Scranton*

## **Preamble**

We, the students of The University of Scranton, desiring to support the Ignatian mission of The University of Scranton by promoting the teachings and examples of Jesus Christ in all aspects of student involvement through a commitment to leadership and service to others; to provide a means for responsible and effective student participation in the organization and in the operation of student affairs; to provide a forum for the expression of student views and interests; to maintain academic freedom, academic responsibility, and student rights; to improve student culture, social, and physical welfare; to develop better student educational standards, facilities, and teaching methods; to help promote national and international understanding and fellowship at the student level; to organize and mobilize student involvement in seeking solutions to the serious problems facing the community, the nation, and humankind; and to promote the recognition of students' rights and responsibilities to the university, the community, and humanity; do hereby establish this Constitution of the Student Government at The University of Scranton.

## **ARTICLE I**

### **Name and Membership**

#### Section 1. Name

- a. This organization is hereby named the Student Government of The University of Scranton.

#### Section 2. Membership

- a. The University of Scranton Student Government shall serve all undergraduate students in the College of Arts and Sciences, the J.A. Panuska College of Professional Studies, and the Kania School of Management.
- b. Every undergraduate student shall enjoy equal rights of voting under this government.
- c. Membership in Student Government shall be open to all students regardless of race, sex, religion, handicap, or national origin.

## **ARTICLE II**

### **Executive Branch**

#### Section 1. The Executive Branch

- a. The membership of the Executive Branch of Student Government shall consist of the President, Vice President, Treasurer, Secretary, Director of Communication and Director of Technology.
- b. The Executive Branch shall:
  1. Serve as the coordinating body of communication and cooperation between the branches of Student Government and among the various student organizations of the university.

2. Make recommendations on activities undertaken by Student Government or by any of its committees.
3. Manage the Student Government budget for submission to the Student Senate for approval.
4. Coordinate the training of Student Government personnel, including but not limited to summer training for all Senators.
5. Manage all affairs of Student Government.
6. Address concerns arising from the deliberations of the Student Government.
7. Be chaired by the President of Student Government.
8. Faithfully execute this Constitution.

Section 2. The Executive Officers

- a. The President of Student Government shall be the elected chief executive officer of Student Government. The President shall:
  1. Serve as the official representative of the Student Body.
  2. Sit as an ex-officio member of the Student Senate.
  3. Appoint temporary executive committees and executive assistants as he/she deems necessary to the Executive Branch, and to abolish such bodies and assistants at his/her discretion.
  4. Veto those enactments of the Student Senate to which he/she takes strong exception and to present vetoes to the Student Senate. Upon failure to take action after the duration of ten business days from the presentation of the enactment by the Vice President of Student Government, such legislation shall be approved.
  5. Appoint a Treasurer and Secretary of Student Government for approval by a two-thirds majority of the number present at a Student Senate meeting provided quorum is met.
  6. Appoint student representatives to all campus-wide committees, except where the appointments are made through a screening process.
  7. Appoint an Election Commissioner. This appointment must be approved by a two-thirds majority of the number present at a Student Senate meeting provided quorum is met.
  8. Attend meetings of the Student Senate.
  9. Deliver the State of Student Government address at the end of each semester.
  10. Serve as a member of the University Council and any other committees as requested by The University.
- b. The Vice President of Student Government shall be an elected officer of Student Government. The Vice President shall:
  1. Serve as the Chair of the Student Senate, voting only in the case of a tie.
  2. Ensure that the enactments of the Student Senate are properly communicated to the community.

3. Coordinate the agenda of the Student Senate with the other Executive Officers.
  4. Call special meetings of the Student Senate.
  5. Coordinate personnel training for Senators.
  6. Make reports to and assist the President.
  7. Create and dissolve, with the approval of the Student Senate majority, any Senate committees and commissions that he/she deems necessary.
  8. In the absence or removal of the President, assume the duties of the President following the process described in the *Bylaws of the Student Government of the University of Scranton*.
- c. The Treasurer of Student Government shall:
1. Advise the Appropriations Committee.
  2. Be appointed by the President and approved by a two-thirds majority of the number present at a Student Senate meeting provided quorum is met.
  3. Sit as an ex-officio member of the Student Senate.
  4. Be responsible for making regular reports to the Executive Officers and the Student Senate regarding the Student Government budget.
  5. Prepare financial summaries at the beginning and end of each fiscal year to file in the Student Government office.
  6. Advise in the allocation and distribution of Student Government funds to student organizations.
  7. Assist student organizations with regard to University paperwork and procedures.
- d. The Secretary of Student Government shall:
1. Be appointed by the President and approved by a two-thirds majority of the number present at a Student Senate meeting provided quorum is met.
  2. Sit as an ex-officio member of the Student Senate.
  3. Take minutes at all meetings of the Executive Officers and the Student Senate.
  4. Keep a record of attendance of Student Senate meetings.
  5. Keep a record of votes taken during Senate meetings.
  6. Be responsible for maintaining Student Government publicity and website content.
  7. Maintain a current list of student organizations.
  8. Assist the President in supervision of all ongoing Student Government activities and projects.
  9. Coordinate meetings of the Executive Officers and the Student Senate.
  10. Be responsible for contacting Student Government members about meetings.

## ARTICLE III

### Legislative Branch

#### Section 1. The Student Senate

- a. The Student Senate shall participate in the discussion of policies regarding areas of primary interest to student members of the University community, including but not limited to those related to the regulation of student conduct, student housing, food services, student activities and organizations, nonacademic student facilities, and discipline. These discussions will be made in consultation with and subject to final actions by the President and the Board of Trustees of the University of Scranton.
- b. The Student Senate has the authority and responsibility:
  1. To recommend the University charter any student organization by a two-thirds majority of the number present at a Student Senate meeting.
  2. To approve, by a two-thirds majority of the number present at a Student Senate meeting, the Presidential appointments for Treasurer and Secretary.
  3. To have the power to remove members of the Executive Branch and the Student Senate.
  4. To adopt and amend the *Constitution and Bylaws of the Student Government of the University of Scranton* as provided for in the *Constitution of the Student Government of the University of Scranton*.
  5. To approve annually the *Student Government Election Rules and Procedures* by a two-thirds majority vote of the Student Senate by the first meeting in February prior to the Student Government Elections.
  6. To take all actions which shall be necessary and proper for carrying out its functions.
  7. To override, by a three-fourths majority of the number present, and Presidential veto.

#### Section 2. Representatives

- a. The Student Senate shall be composed of the following:
  1. The President of Student Government.
  2. The Vice President of Student Government.
  3. The Treasurer of Student Government.
  4. The Secretary of Student Government.
  5. Four Senior Class Representatives ~~comprised of an elected President and Vice President and two at-large representatives.~~
  6. Four Junior Class Representatives ~~comprised of an elected President and Vice President and two at-large representatives.~~
  7. Four Sophomore Class Representatives ~~comprised of an elected President and Vice President and two at-large representatives.~~

8. Four Freshman Class Representatives ~~comprised of an elected President and Vice President and two at large representatives.~~
9. Two Commuter Representatives.
10. Two Resident Representatives.
11. Two Off-Campus Representatives.

### Section 3. Meetings

- a. The Senate shall meet every other week when classes are in session, and any additional times at the request of the Vice President or pursuant to a petition signed by one third of the Student Senate members.
- b. A majority of the Senator members shall constitute a quorum. When a vacancy exists, the number needed for a quorum shall be changed accordingly.
- c. Student Senate meetings are mandatory for Student Senate members. Senators must attend 75% of the Student Senate meetings. Failure to do so shall constitute grounds for removal.

## **ARTICLE IV**

### **Elections, Appointments, and Terms of Office**

#### Section 1. Elections

- a. The Spring Student Government Elections shall be held in April.
- b. The Fall Student Government Elections shall be held between Labor Day and Fall Break each year.
- c. The Student Government Elections shall be governed by the *Student Government Elections Rules and Procedures*.
- d. Election of President, Vice President and Senators will occur as outlined in the *Bylaws of the Student Government of the University of Scranton* and the *Student Government Elections Rules and Procedures*.
- e. Appointment of Representatives and other Student Government members will occur as outlined in the *Bylaws of the Student Government of the University of Scranton* and the *Student Government Elections Rules and Procedures*.
- f. The Election Commissioner, appointed by the President of Student Government, shall be approved by the Student Senate by the first meeting of February each year.
- g. Special elections shall be held in the event of both the President and Vice President vacating their positions.

#### Section 2. Appointments

- a. The President of Student Government shall be responsible for making all appointments and soliciting applicants for all appointed positions.
- b. All appointed positions will be advertised campus wide through appropriate media.
- c. All appointments must be approved by a two-thirds majority vote of those Senators present, quorum provided.
- d. Appointments should be made before the fourth Tuesday of April.
- e. Appointments should be considered at the first Senate meeting in May.

- f. Appointments of Representatives and other Student Government members will occur as outlined in the *Bylaws of the Student Government of the University of Scranton* and the *Student Government Elections Rules and Procedures*.
  - g. All appointees will present credentials to the Student Senate.
- Section 3. Term of Office
- a. Except as otherwise provided in this, the *Constitution of the Student Government of the University of Scranton*, all elected and appointed members of Student Government shall serve concurrent one-year terms commencing at Noon on the first Tuesday of May and terminating in the following year, at Noon on the first Tuesday of May.
  - b. Freshman Student Senate members shall serve a term beginning at the first Student Senate meeting after Fall elections and terminating in the following year, at Noon on the first Tuesday of May.
  - c. Swearing in of new officers will commence at the first Student Senate meeting in May.

## **ARTICLE V**

### **Vacancies and Removal from Office**

#### Section 1. President

- a. Should the Office of the President of Student Government become vacant, the Vice President of the Student Government shall succeed to the Presidency.
- b. The new President will remain in office for that term.

#### Section 2. Vice President

- a. Should the Office of the Vice President of the Student Government become vacant, the President of Student Government will nominate a Student Government member to assume the office. The appointment then must be approved by a two-thirds majority vote of the Student Senate.
- b. The new Vice President will remain in office for that term.

#### Section 3. Treasurer

- a. Should the Office of the Treasurer of Student Government become vacant, the President of Student Government shall make a new appointment subject to approval by a two-thirds majority vote of the Student Senate.
- b. The new Treasurer will remain in office for that term.

#### Section 4. Secretary

- a. Should the Office of the Secretary of Student Government become vacant, the President of Student Government shall make a new appointment subject to approval by a two-thirds majority vote of the Student Senate.
- b. The new Secretary will remain in office for that term.

#### Section 5. Student Senate Members

- a. Vacancies in Student Senate positions will be filled by nominations that must be approved by a two-thirds majority vote of the Student Senate.
- b. New Senators will remain in office for that term.

#### Section 6. Appointments

- a. The President of Student Government will fill vacancies of appointed representatives.

- b. Newly appointed representatives will remain in office for that term.

Section 7. Removal from Office

- a. Removal from office of elected and appointed officers shall occur by the process outlined in the *Bylaws of the Student Government of the University of Scranton*.

**ARTICLE VI**

**Parliamentary Authority**

Section 1. Process

- a. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Student Government in all cases to which they are applicable.

**ARTICLE VII**

**Moderator**

Section 1. Moderator

- a. The Dean of Students shall serve as the Moderator for Student Government.
- b. The Moderator shall be present but not vote during Student Senate meetings.
- c. The Moderator shall have all other rights as assigned to Student Senate members.
- d. The Moderator shall have the responsibility of assuring that Student Government acts in compliance with University regulations.
- e. The Moderator shall be responsible for working with student organizations in coordination with Student Government.

**ARTICLE VIII**

**Amendments**

Section 1. Amendments to the *Constitution and/or Bylaws of the Student Government of the University of Scranton*

- a. Any Student Government member can bring a proposed amendment before the Student Senate.
- b. The proposed amendment must be considered according to the procedure outlined in the *Bylaws of the Student Government of the University of Scranton*.

**ARTICLE IX**

**Enabling and Ratification**

Section 1. Enabling

- a. The *Constitution of the Student Government of the University of Scranton* shall supersede any and all previous Constitutions of Student Government as of the date of ratification of this Constitution indicated below.
- b. The *Constitution of the Student Government of the University of Scranton* shall become effective after approval by two-thirds majority of the number present, quorum provided, at a Student Senate meeting.

- c. The *Constitution of the Student Government of the University of Scranton* shall be reviewed by the Executive Officers with the assistance of a special committee appointed from the Student Senate on an as needed basis.