



SGA Constitution: Table of Contents

<i>PREAMBLE</i>	4
Amendment to The Preamble: The Declaration of Rights & Freedoms	4
<i>DEFINITIONS</i>	6
<i>ARTICLE I: MEMBERSHIP AND PRIVILEGES</i>	7
Section I. Purpose	7
Section II. Jurisdiction	7
Section III. Specific Privileges	7
Section IV. Student Government Association Members	7
<i>ARTICLE II: LEGISLATIVE BRANCH</i>	8
Section I. Powers	8
Section II. Senate Composition	8
Section III. Senate Power	8
Section IV. Senate Meetings	9
Section V. Advisement	9
Section VI. Petition	10
<i>ARTICLE III: EXECUTIVE BRANCH</i>	11

Section I. Executive Powers	11
Section II. Officers - Executive Board.....	11
Section III. Election of Officers.....	11
Section IV. Roles & Responsibilities of the E-Board	11
Section V. Removal from Office & Impeachment	15
Section VI. Dismissal Hearings	15
<i>ARTICLE V: ELECTIONS AND QUALIFICATIONS.....</i>	17
Section I. Elections.....	17
Section II. Qualifications for Office and Procedures	17
Section III. Elections Board	17
Section IV. Vacancies.....	18
<i>ARTICLE VI: BUDGETS & FINANCE BOARD.....</i>	19
Section I. Purpose & Philosophy.....	19
Section II. Duties.....	19
Section III. Membership	19
Section IV: Allocation of Budget Funds	20
<i>ARTICLE VII: STUDENT ORGANIZATIONS AND CLUBS.....</i>	21
Section I. Organizational Charting	21
Section II. Types of Clubs/Organizations.....	21
Section III. Maintaining UA Recognition.....	22
Section IV. Statements & Constitutions	22
<i>ARTICLE VIII: PUBLICATIONS AND COMMUNICATIONS BOARD</i>	23
Section I. Membership.....	23
Section II. Chairperson.....	23

Section III. Meetings.....23

ARTICLE IX: REFERENDUM AND RECALL 24

Section I. Legal Initiative.....24

Section II. Procedure for Referendum24

Section III. Student Senate Election of Reconsideration24

Section IV. Recall Election.....25

Section V. The Recall.....25

Section VI. Legislative Recall.....25

ARTICLE X: AMENDMENTS AND RATIFICATION 26

Section I. Amending Process.....26

Section II. Amendment Notification.....26

Section III. Administrative Changes26

Section IV. Ratification.....26

CONSTITUTION

GENESEE COMMUNITY COLLEGE STUDENT GOVERNMENT ASSOCIATION

PREAMBLE

We, the Student Government Association (SGA) of Genesee Community College (GCC), representing the collective student body under the Undergraduate Association (UA), hereby adopt and establish this Constitution in order to effectively express and represent our collective interests, promote our educational, cultural, social and physical welfare, and take a responsible part in the decision-making process of the College at large.

Amendment to The Preamble: The Declaration of Rights & Freedoms

Freedom of Government: Students have the right to organize and maintain a governing process in order to guarantee the rights and freedoms of the students. Individual students also have the right to formulate, within existing rules of the College, their own social rules and rules of conduct.

Right to the Best Possible Education: It is a basic right that students have the right to a well-devised curriculum, adequate library and laboratory facilities, and competent teaching staff operating in an environment of academic freedom which nourishes the education process. Students have a right to guidance, advisement, and auxiliary services that aid in education and/or other career planning which help them progress toward their goals.

Freedom of Expression: Students and student organizations should be free to discuss, pass resolutions, distribute leaflets, circulate petitions and take other action by orderly means which do not disrupt the essential operation of the institution. They are free to examine and express opinions publicly or privately.

Freedom of Public Relations Media: All forms of student expression must enjoy all freedom of the communications media. The communications media are free from censorship and advance approval of copy, and the editors and managers are free to develop their own editorial policies and news coverage. The editorial freedom of students, editors, and managers entails corollary responsibilities to be governed by the canons of responsible journalism. At the same time, it should be made clear to the academic and larger community that in their public expressions or demonstrations, students and student organizations speak only for themselves.

Freedom of Association: Students must be free to organize and join associations for educational, political, social, and religious, recreational, or cultural purposes.

Freedom to Choose Speakers and Topics: No area of investigation and no point of view shall be excluded from the precincts of the College. It is consonant with the principles of academic freedom, the traditions of free inquiry, and the educational purposes of the institution to assert

that the student body, acting responsibly in the spirit of free intellectual inquiry, is free to invite any person it chooses to address it on any topic.

Freedom of Disciplinary Action without Due Process: The student body must have clearly defined means to participate in the formulation and application of regulations affecting student affairs. No sanction or other disciplinary action shall be imposed on a student by, or in the name of the College, in an arbitrary manner.

Freedom from Improper Disclosure: Protection from improper disclosure of information is a serious professional obligation of faculty members and administrative staff, which must be balanced with their own obligations to the individual student of the institution and society. (Judgements of ability and character may be provided under appropriate circumstances.) Information about student views, beliefs, and political associations which professors and College staff acquire in the course of their work as instructors, advisors, and counselors should be considered confidential. No information from records is available to prospective employers, graduate or professional schools, or government agencies without the explicit consent of the student and such information must be limited to their academic experiences only.

Freedom to Rights as a Private Citizen: College students are citizens as well as members of the academic community. As citizens, students should enjoy the same freedom of speech, peaceful assembly, and right to petition other citizens enjoy. As citizens, they are subject to the obligations which accrue them by virtue of this membership. Faculty members and administrative officials should ensure that institutional powers are not employed to inhibit such intellectual and personal development of students as is often promoted by exercising their rights of citizenship, both on and off campus. Activities of students may, upon occasion, result in violation of law. In such cases, institutional officials should be prepared to appraise students' sources of legal counsel. Students who violate the law may incur penalties prescribed by civil authorities, but institutional authority should never be used merely to duplicate the function of civil laws. Only where the institution's interests as an academic community is involved de facto, would procedures of student court be initiated. Institutional action should be independent of community pressure.

Right to Participate in Decision Making: Provisions must be made for the widest possible participation of the student body on the decisions which will affect their lives and future careers. This participation shall range from advisory to a full and voting membership of the group which is evaluating, recommending, planning, or deciding.

Right to Privacy: Students must be protected from invasions of privacy or arbitrary and capricious searches of their residences except where a civil search warrant has been legally obtained or where existing housing inspection laws as regulations permit or require.

Right to be Informed: The College community, and the student government in particular, has the obligation to inform students of their rights and responsibilities upon appointment and throughout their college career. In addition, all student clubs and organizations are obliged to inform the SGA and the College community of their current activities and responsibilities.

DEFINITIONS

Please refer to the following definitions for terms/concepts used throughout this document.

Executive Board (referred to in this document as ‘E-Board’): Comprises the following officer positions: President, Student Trustee, Secretary, Treasurer, VP of SGA, VP of Student Programming, VP of Academic Affairs, VP of Athletic Affairs, VP of Marketing & Communication, and VP of Diversity Education & Initiatives.

Genesee Community College (referred to in this document as ‘The College’): The institution in which the UA & SGA represent, advocate for, and comply with.

Meetings: throughout the academic year, with a set day, time and location. A meeting is defined as a gathering on behalf of the club or organization and limited to club members, unless agreed by club participants, that others can attend. Meetings give members a chance to discuss goals and objectives and keep updated on current events. They also provide a chance to communicate and keep the group cohesive.

Programs/Events: any gathering that is not a meeting is an “event.” Events are planned public and social occasions that are intended to attract large audiences. The club’s leadership team and members are allowed to attend events (more than likely, they are planning the event); however, they should not be the only participants in attendance. Events are developed for club/organization exposure and naturally, for recruitment.

Quorum: shall constitute one half plus one of the total voting memberships of the Senate.

Senate: an assembly or council usually possessing high deliberative and legislative functions

Simple Majority (treated in this document as more than one-half of the voters involved): a majority in which the highest number of votes cast for any one candidate, issue, or item exceeds the second-highest number, while not constituting an absolute majority.

Student Government Association (referred to in this document as ‘SGA’): The governing board representing and advocating GCC’s student body.

Super Majority (treated in this document as more than two-thirds of the voters involved): a number that is much more than half of a total, especially in a vote.

Undergraduate Association (UA): The umbrella organization comprised of all student life club/organizations.

ARTICLE I: MEMBERSHIP AND PRIVILEGES

Section I. Purpose

The purpose shall be:

1. To implement the objectives set forth in the Preamble,
2. To promote the exchange of ideas between all members of the campus community and the community at large,
3. To govern democratically and civilly,
4. To partake in decision making processes that influence the student experience, and
5. To promote and maintain the high ideals of the College as outlined in Genesee Community College's mission, vision, values, and strategic plan (2018-2023).

Section II. Jurisdiction

By paying the student activity fees to the College, students shall be members of the SGA (i.e., general members, unless an elected or nominated official) and shall be subject to all policies under the UA; this Constitution; its By-Laws; Student Government Statutes; the procedures as adopted by the Board of Trustees of Genesee Community College; the laws of New York State; and the Constitution of the United States.

Section III. Specific Privileges

All students who have paid the student activity fee shall be entitled to:

1. Attend all regular Student Government Association meetings;
2. Vote on all matters presented by the SGA's E-Board (see definition)
3. Hold office if they carry six (6) or more credit hours of coursework;
4. A Student Identification Card in order to participate in Student Government Association, Campus Activities Board, Athletics Department, and other Student Clubs' and Organizations' budgeted activities/events.

Section IV. Student Government Association Members

1. Members shall be those students who are herein defined through the processes herein established. Officers shall be E-Board members.
2. Members shall carry a minimum of six (6) credit hours of coursework during the semester of incumbency, unless fewer are needed for graduation.
3. Members must maintain a minimum GPA of 2.5 with the exception of their first semester.
4. Members of the E-Board must complete at least one (1) semester at Genesee Community College prior to taking office; exceptions may be made at the discretion of the incumbent E-Board.

ARTICLE II: LEGISLATIVE BRANCH

Section I. Powers

All legislative powers herein granted shall be vested in a Senate of the SGA at the College.

Section II. Senate Composition

1. The Senate shall be composed of the E-Board and Senators.
 - a. The Senate will consist of a designated representative from all active Student organizations and clubs and a maximum of 10 from the student body that are not specifically representing any club or organization with precedence given to students not in any clubs or organizations.
2. The Vice President of the Student Government Association shall preside over the Senate but shall have no vote unless votes are equally divided.
 - a. The Senate shall elect a President pro Tempore who shall serve in the absence of the Vice President or when the Vice President shall exercise the office of President of the Student Government Association.
3. All Senators must be enrolled in at least (6) credit hours at time of candidacy and during term of office, unless fewer are needed for graduation.
4. All Senators must maintain a cumulative GPA of 2.0 for consecutive semesters prior to and during term of office.
5. A Senator shall serve the term for the fall and spring semesters of the academic year they are elected.
6. The Senate shall establish other officers or committees that it shall deem necessary.

Section III. Senate Power

1. The Senate shall have the authority to raise legislation which shall be necessary and proper for the execution of its Constitutional powers.
2. All motions passed by the Senate shall be called legislation and shall be subject to the veto of the Student Government Association President within ten (10) business days.
3. The Senate may override the veto of the President by a two-thirds vote of the Senate.
4. The Senate shall approve the annual SGA Budget by a two-thirds vote of the Senate. (Effective Spring semester of 2021)
5. All personnel appointments of the President are subject to the approval of the Senate.
6. Amendments to the Constitution shall require a two-thirds vote of approval of the Senate in order to pass. (Effective Spring semester of 2021)
7. SGA statutes, policies, rules, and other legislation shall not be construed with this Constitution, in that they can be enacted by a simple majority vote of the Senate.
8. The Senate shall approve or reject permanent or temporary committees by simple majority.

9. The Senate shall approve or reject permanent or temporary student clubs by supermajority.
10. On questions of parliamentary order not provided for in this Constitution, Robert's Rules of Order, Revised shall be the authority.

Section IV. Senate Meetings

1. The Senate shall meet at least three (3) times each month throughout the semester except during times of vacation, legally established holidays, or lack of substantial agenda.
 - a. All Senate Meeting: Comprising only senators (SGA E-Board are not mandated to attend meetings, but can take part in meetings without any influence or jurisdiction);
 - b. SGA Meeting: Comprised of SGA Executive Board and Senate; and
 - c. Interclub Council Meeting: Comprising the SGA Executive Board, Senate, and open to all members who pay student activity fees.
2. Meeting times and dates shall be established at the first Senate meeting of each semester and may be revised by Senate consensus.
3. Two (2) unexcused absences of a Senator from any Senate meetings (as described in section IV, line item 1) shall be the only grounds for automatic removal from a Senatorial position. No Senate vote shall be required. The Vice President shall be empowered to grant excuses.
4. An agenda shall be distributed prior to or at the beginning of each Senate meeting and shall be prepared by the Secretary of the E-Board. The agenda may be expanded at the discretion of the Vice President, but only if the item(s) is (are) presented in writing prior to coming to order.
5. The Secretary of SGA shall keep the minutes of the meetings and shall publish the same, noting abstentions, affirmative and negative vote(s) on any motion(s) considered by the Senate.

Section V. Advisement

The Director of Student Engagement & Inclusion or their appointee(s) shall serve as the official advisor(s) to SGA, including the Senate. The appointee shall counsel the Senate in its deliberations and be free to express their opinions on all matters but shall have no voting privileges.

If the E-Board or Senate do not find the advisor to be “fit” for this position, the President and/or the VP of SGA can discuss and/or file for a motion to change the advisor with the Assistant Vice-President for Student Engagement & Inclusion (SEI) and/or the Vice-President for Student & Enrollment Success (SES). The motion can only be approved if there is substantial evidence of advisor incompetence and/or commitment that impedes the success of UA and SGA functions.

If the motion is successful, the President of SGA, in consultation with the E-Board, will recommend a new advisor. Until a new advisor is determined, the AVP of SEI will act as interim advisor to SGA.

Section VI. Petition

The Senate shall study and act upon any item of business called to its attention by a signed petition. A petition deserves review based on an acceptable number of signatures. The number of signatures will be determined by the discretion of the actual “issue” at hand. This is decided by the Senate. If necessitated, an ad hoc committee can be formed to review the petition. If the petition moves forward into the implementation phase, a written response will be forwarded to the original petitioner (the first signer). Communication of implementation and outcomes will be released to the public at the discretion of the President of SGA.

ARTICLE III: EXECUTIVE BRANCH

Section I. Executive Powers

All Executive powers of the SGA shall be vested in the President, except those powers expressly vested in other officers by this Constitution.

Section II. Officers - Executive Board

The officers of the SGA shall include following positions: President, Treasurer, Secretary, Student Trustee, VP of SGA, VP of Student Programming, VP of Academic Affairs, VP of Athletic Affairs, VP of Marketing & Communication, and VP of Diversity Education & Initiatives. They are considered the E-Board.

Section III. Election of Officers

1. The officers shall be elected by the GCC student body (with valid student ID) at least two (2) weeks prior to the end of the Spring Semester and the term of office shall begin immediately upon the termination of the semester of their election.
 - a. Virtual/Online election: Unprecedented times, such as a public health pandemic, can force a delay in the election process. The Advisor of SGA, along with the SGA E-Board should develop temporary procedures for elections to occur.
2. Elections shall be in accordance with Article V.
3. Qualifications for candidacy are listed in Article I, Section IV.

Section IV. Roles & Responsibilities of the E-Board

Each officer of the E-Board shall serve as an adviser to the SGA President. Each officer holds obligations and responsibilities, as described in this section. Job descriptions can be amended by the President of SGA, with consultation of the Advisor of SGA.

The President of SGA:

1. Serve as the official spokesperson for the Student Government Association and represent it in all matters affecting its interests, welfare, and jurisdiction and administer and enforce all legislation to the best of their ability;
2. Have the power to take executive action at any time through the interpretation of the statutes, legislation, rules, and approved policy of the SGA, but shall be answerable to the Senate for any action at times when the Senate shall deem necessary;
3. Have the power and authority to take action which is necessary and proper to act on behalf of the Senate in an emergency situation. Their action shall be legally binding until the next session of the Senate, at which time the action must be brought to the attention of the Senate and allowed or discontinued;

4. Have the power to appoint student leaders to any open E-Board position, if vacant, until a nomination or election can be held;
5. The President and/or Vice President may, on extraordinary occasions, convene the Senate for special meetings;
6. Shall recommend measures to the Senate which may be necessary and expedient for their consideration at least twenty-four (24) hours prior to Senate meetings;
7. Shall call and preside over all meetings of the E-Board and SGA and through SGA, shall be responsible for recommending programs which enhance student leadership development, self-growth, and the objectives set forth in the Preamble of this Constitution;
8. Shall meet with the President of GCC two times a month;
9. Shall meet with the Dean of Students two times a month;
10. Shall hold office hours equating to a minimum of five (5) hours per week;
11. Shall attend all monthly GCCA meetings and provide reports on SGA;
12. Shall frequently attend programs and events held at the College; and
13. Commit to other duties as assigned.

Vice-President of SGA

1. Shall preside over the Senate;
2. Shall assume the powers and duties of the President at their request or in the event the position becomes vacant;
3. Shall establish ad hoc and special committees, as needed;
4. Shall be responsible for other duties of the SGA that the President shall deem necessary;
5. Will meet with the President and Student Trustee once (1) a week to discuss SGA matters;
6. Shall frequently attend programs and events held at the College; and
7. Commit to other duties as assigned.

Student Trustee

1. Shall assume the powers and duties of the President and/or the Vice-President of SGA in their absence;
2. Is mandated to attend all Board of Trustee meetings and participate fully in the responsibilities thereof;
3. Shall keep the student body informed of relevant matters and shall vote in accordance with the best interests of the College students;
4. Shall attend events with other board members promoting college interests;
5. Shall attend the Academic Senate Executive Committee Meeting;
6. Will meet with the President and Vice-President of SGA once (1) a week to discuss SGA matters;
7. Shall frequently attend programs and events held at the College; and
8. Commit to other duties as assigned.

Treasurer of SGA

1. Shall make regular reports to the Senate regarding financial matters;
2. Will notify recipients of student funds and the Business Office of changes in budgets and fiscal policies. Communication shall be released by the Advisor for SGA;
3. Shall be responsible for the annual budget and its preparation. They will assist the Director of SEI in budget allocation;
4. Shall meet at a minimum of once (1) a month with the Chief Financial Officer of the College;
5. Must attend all monthly GCCA meetings and provide a report at the meeting about SGA financial matters;
6. The Treasurer, with guidance of the SGA advisor, will provide clubs and organizations with consultation regarding fiscal matters;
7. The Treasurer shall frequently attend programs and events held at the College; and
8. Commit to other duties as assigned.

Secretary of SGA

1. Shall keep accurate records of all meetings related to SGA affairs;
2. Shall prepare the agenda for all SGA related meetings;
3. Shall keep the student body informed through posting minutes of Senate meetings;
4. Shall assist the President and Vice President in matters relating to SGA correspondence;
5. Shall help develop marketing material related to SGA affairs. They can assist the Vice-President of Marketing & Communication with promotional tasks;
6. Shall frequently attend programs and events held at the College; and
7. Commit to other duties as assigned.

Vice-President for Student Programming (CAB Chairperson)

1. Serves as CAB Chairperson;
2. Oversee programmatic, operational, financial and evaluative efforts of GCC's Campus Activities Board (CAB);
3. Work with the Director of SEI, SEI Associates, SGA's VP of Marketing & Communication, and CAB's Marketing chair in developing programming and marketing goals, initiatives, and strategies for the Campus Activities Board;
4. Coordinate CAB involvement in promotional efforts at events such as but not limited to: Club Fair, Welcome Week, Orientation and at other all-campus activities and events;
5. Chair weekly CAB meetings and CAB executive board meetings;
6. Assist the Director of SEI in the coordination of start-of-semester CAB retreats;
7. Meet with the Director of SEI weekly;
8. Assist in budget planning, preparation, and reporting;
9. Assist in contract negotiation and overall processing of independent contractor forms;
10. Must be able to consistently abide by deadlines for proposing, planning, marketing, and evaluating events/activities;

11. Shall frequently attend programs and events held at the College; and
12. Commit to other duties as assigned.

Vice-President of Athletic Affairs (President of LEADS)

1. Serves as President of LEADS;
2. Promotes all athletic events to the student body with assistance from the VP of Marketing and Communications;
3. Find creative ways to build GCC Cougar Pride;
4. Engages athletes in all college programming efforts;
5. Reports important and relevant business from Athletics;
6. Meets bi-weekly with GCC's Director of Athletics;
7. Shall frequently attend programs and events held at the College; and
8. Commit to other duties as assigned.

Vice-President of Academic Affairs

1. Shall be responsible for overseeing the development of academic programs/events for the student body;
2. Shall consult academic related club/organizations;
3. Shall take part in Faculty Senate Standing Committees;
4. Shall coordinate a committee to oversee academic affairs related issues;
5. Shall identify and investigate college-wide academic issues and draft and propose related legislation to the Senate;
6. Meets bi-weekly with GCC's Executive Vice President of Academic Affairs & Provost;
7. Shall frequently attend programs and events held at the college; and
8. Commit to other duties as assigned.

Vice-President of Marketing & Communication

1. Shall be responsible for coordinating and creating all advertisement, publicity, and press releases for SGA functions;
2. Shall be the contact person for all media transactions;
3. Shall develop and oversee a marketing committee;
4. Shall actively promote a positive image of the SGA throughout the college and GCC community;
5. Meets bi-weekly with GCC's Director of MARCOM;
6. Shall frequently attend programs and events held at the College; and
7. Commit to other duties as assigned.

Vice-President of Diversity Education & Initiatives

1. Shall be responsible for SGA activities that promotes diversity and inclusion, such as the progression of affirmative action, to heighten cultural sensitivity and racial integrations; to create a more inclusive community;

2. Shall work with, and represent, the underrepresented student populations on campus;
3. Shall maintain contact with the offices including, but not limited to: SEI, Access & Accommodations, Veterans Affairs, Student Success Center, etc. to work with collaboratively in addressing “needs gaps” that hinder student success;
4. Shall assist in mediating issues of concerns raised by students of underrepresented groups.
5. Shall work with student organizations and campus initiatives that enhance multicultural, pluralism, diversity, equity and inclusion on campus.
6. Shall sit on the Inclusive Excellence Committee;
7. Shall Co-chair the Diversity Summit Committee;
8. Shall meet with the Chief Diversity Officer (CDO) weekly;
9. Shall meet with the Director of SEI weekly;
10. Shall frequently attend programs and events held at the College; and
11. Commit to other duties as assigned.

Section V. Removal from Office & Impeachment

1. In case of removal of the President from office or their resignation or inability to discharge the powers and duties of said office, the same shall be relinquished to the Vice President, and the Senate shall declare what officer shall then act as Vice President.
2. The President may, in writing with all reasons stated, ask for the resignation of a Cabinet member or Senator, to be acted upon by the Senate, and will require a two-thirds vote of approval of the Senate.
3. Violation of the Constitution, a blatant neglect of duty, disciplinary conduct violation or misuse of funds shall constitute grounds for impeachment.
4. Any campus-wide elected officer may be impeached through this process. Club officers may be impeached through the provisions in their club constitutions.
5. The party in question will have a hearing with the Executive Board where they will be issued a verbal and written notification of their violation. It will be brought to their attention that they can either have one week to prepare a defense to be brought forth to Senate or they submit a letter of recognition to the Senate. If the party in question does not attend this hearing without providing an excuse which is approved by the E-Board, their absence will serve as their formal resignation.
6. Any campus-wide elected official may be impeached by a 2/3 vote by the Senate based on charges drawn up from criteria listed in number one (1) of this article.
7. Once impeached, the party will have a hearing. If the impeached officer is an Executive Board member, the Senate will have a hearing.

Section VI. Dismissal Hearings

The offices must be impeached by a 2/3 vote of the Senate on the basis of listed charges which are in accord with the Constitution.

The hearing:

1. The dismissal proceedings shall be carried out by the E-Board or, in the case of dismissal proceedings of an E-Board member, the Senate shall carry out the proceedings. Dismissal proceedings shall be closed.
2. The impeached officer shall be given written notice of the charges brought against him/her/them and a date of the dismissal proceeding one week prior to that date.
3. Charges will be read aloud by the President of the SGA. In the case that the President is the defendant, all duties so listed in the dismissal proceedings shall be performed by the Vice President of SGA.
4. The defendant shall have the opportunity to state his/her case and then be excused from the meeting. A 2/3 vote is necessary for a dismissal from office.
5. After the defendant has been excused, a discussion and vote will ensue, done by secret ballot, and counted by the President of the SGA.
6. In the event of dismissal of the President of the SGA, the Vice President of SGA shall assume the President's responsibilities until there is a new SGA President in place.

ARTICLE V: ELECTIONS AND QUALIFICATIONS

Section I. Elections

Elections for all SGA offices shall be conducted in compliance with Elections Board (Section III.) procedures.

Section II. Qualifications for Office and Procedures

1. Any GCC student shall be eligible to become a candidate for an office on the E-Board or Senate if he/she complies with all qualifications.
2. Students must comply with Article I, Section IV; Article II, Section II; and Article III, Section III, subsection 1.
3. Candidates must be currently enrolled or registered students.
4. Candidates may not hold a seat on the Election Board.
5. Candidates must file a statement of candidacy with the Elections Board and certify that he/she has the necessary GPA, is in good standing, will be eligible for office, and declares knowledge of, and agreement to comply with the campaign rules set forth by the Elections Board.

Section III. Elections Board

1. The Board shall be established in the fall Semester to give adequate time to prepare for elections in the spring semester.
2. The President shall appoint three (3) students to serve on the Elections Board. The Board shall supervise all elections, certify the eligibility of candidates, and advertise the vacancies and dates of election.
3. The Board shall establish the polling place(s), dates for voting, procedures, and other details and present proposals to the Cabinet for approval at least two (2) weeks prior to the date of election.
4. The Board will make sure that any student who is unable to vote because he/she is away from the campus representing the College in athletics or other official business may vote by sealed ballot given to the Elections Board Chairperson at least (3) days prior to election day.
5. In all elections, students shall be required to present a GCC identification card to receive a ballot. Other forms of identification may be used if specified by the Elections Board and approved by the Cabinet.
6. Members of the Elections Board and the President shall supervise counting the votes in the election. No candidates shall take part in the count. A member of the Administration or faculty shall also be present.
7. The Board shall post and monitor all regulations.

Section IV. Vacancies

All vacancies, unless otherwise stated, shall be filled by appointment by the Student Government Association President.

ARTICLE VI: BUDGETS & FINANCE BOARD

Section I. Purpose & Philosophy

UA/SGA budgets are collected from student activity fees. For this reason, the UA exists to serve the student body as a whole. Based on this philosophy, UA top funding priority is to its member organizations whose only purpose is to serve the student body. These organizations shall, in return, provide programming and/or services for the students at minimal or no charge. Their goal should be to spend their budget for the benefit of the student body, not to raise money.

UA/SGA secondary funding priority shall go to recognized organizations that are based around a special interest, be that academic, recreational, or issue oriented. These organizations will receive lesser budgets to promote their interest area. Their goal should be to provide programming and services for the benefit of as many students as possible.

Remaining allocations by the UA/SGA shall be to sponsor or co-sponsor events and services for the student body at large, promote leadership development programs for members of UA organizations, host official UA receptions and functions, and for other projects and programming as designated by the Senate.

Organizations not recognized by the UA/SGA may apply for funding for projects that generally benefit the student body as a whole by filling out a form (TBD). The Director of SEI will review requests on the basis of the proposal and then place it on the Senate agenda, if approved. The extra allocation of funds must be approved by Senate by a majority vote.

All recognized UA/SGA organizations, whether funded or unfunded, must adhere to and comply with all guidelines set forth by the Constitution.

The Finance Board shall regulate the Student Government Association's budget.

Section II. Duties

1. The Board shall prepare the annual budget and submit it to the Senate and GCCA, Inc. for final approval. A timeline for budget proposal request and allocation is determined by the Office of Student Engagement & Inclusion.
2. The Board should work closely with the Director of SEI and the College's Vice President of Finance
3. The Board shall recommend all financial policies.
4. The Board shall report all policies to the Senate for approval.

Section III. Membership

1. The Board shall include the Treasurer who shall preside as Chairperson.
2. There shall be four (4) student representatives appointed by the President of SGA and approved by the treasurer.

3. The Director of Student Engagement & Inclusion will serve as advisor and consultant.

Section IV: Allocation of Budget Funds

1. The Director of SEI will send out budget proposal forms for completion in February of every academic year.
2. All budget proposals will be collected one week after Spring Break, in March.
3. The Director of SEI will review all budgets ahead of time and develop a preliminary budget sheet.
4. The Board will meet to put budgets together during the first week of April. Several meetings may occur in order to allocate funds with much deliberation.
5. The budget should be completed at the start of the third week in April. The budget will then be brought to the E-Board and Senate for deliberation and approval.
6. Once approved, the budget will be sent to the AVP of SEI, the VP of SES, and other members of GCCA for approval.
7. The College's VP of Finance will ultimately approve the final budget.

Important Considerations:

1. No club/organization will receive more than \$5000 in collective funds from the UA/SGA in one academic year. Funds that are not used will not roll-over the next fiscal year.
2. Academic clubs will receive less UA/SGA funds if they maintain an "exclusive" status. If the club/organization shows efforts in inclusive engagement through programming efforts and membership lists, they can be allocated more funds for the following fiscal year. The most an academic club will receive is \$1500.
3. Honor Societies will receive less UA/SGA funds if they maintain an "exclusive" status. Honor Societies that have membership fees will receive less money, especially if all or partial membership fees are placed in 100 accounts.
4. Academic clubs and honor societies are not allowed to use their funds for purchases other than programming or events. Funds are not allowed to be used for practice test, membership fees, exam fees, certification classes, tuition, etc. Clubs are allowed to fundraise to cover costs not affiliated with programming, event, or general meeting purposes.

ARTICLE VII: STUDENT ORGANIZATIONS AND CLUBS

Section I. Organizational Charting

The club/organization may be recognized as one of the following two categories: Funded and Non-Funded.

Funded:

1. Allowed to have fundraisers;
2. May use UA/SGA logo(s), facilities, and supplies;
3. The appropriated funds will be used for the organization's expenses only and financial dealings will be kept in coordination with the Treasurer of SGA.

Non-Funded

1. Non-funded organizations are expected to follow the same guidelines as funded ones. The only exception is the part of point three above involving "appropriate funds," but any monies resulting from fundraisers are subject to the same rules as appropriated funds.

Section II. Types of Clubs/Organizations

There are many types of clubs/organizations, all of which are categorized by: Recreational, Academic, Honor Societies.

1. ***Recreational (Social) Clubs/Organizations:*** a group of people generally formed around a common interest or activity; mainly in non-academic areas (i.e., Outdoor Adventure Club).
2. ***Academic Club/Organization:*** a group of people generally formed around a common interest or activity; mainly in an academic specific area (i.e., PTA, Respiratory Care, etc.)
3. ***Honor Societies:*** is a rank organization that recognizes excellence among peers (i.e., PTK).

All clubs funded by the UA/SGA should be inclusive in nature, meaning that any student who paid their student activity fee should be able to join.

Academic-related clubs and organizations and honor societies may be "exclusive" in nature, meaning students must hold certain criteria to participate as a member of the club/organization. It is the responsibility of "exclusive" clubs to put on programs/events that will help students recognize the mission of the club/organization and potentially help with recruiting students.

Reiterated Statement: UA/SGA secondary funding priority shall go to recognized organizations that are based around a special interest, be that academic, recreational, or issue oriented. These organizations will receive lesser budgets to promote their interest area. Their goal should be to provide programming and services for the benefit of as many students as possible.

Section III. Maintaining UA Recognition

In order for a club or organization to maintain UA recognition, it must be active in that academic year as outlined by the following requirements:

1. Must have established club officers;
2. Must notify the office of SEI of officer changes when they occur;
3. Hold regular officer and club meetings with a minimum of ten people, excluding club officers;
4. Schedule activities (contingent upon the nature of the club or organization);
5. Meet the objectives or purpose of the club or organization as stated in the club's or organization's constitution;
6. Must participate in all mandatory UA/SGA events including Club Fairs, Interclub Council Meetings, Professional Development workshops, etc.;
7. Submit minutes on Blackboard club page;

If a club or organization does not meet the above-mentioned criteria during the academic year, their budget will be rescinded by the SGA and the club will be designated as inactive.

If a club or organization has been formally designated as inactive by the SGA for a period of two semesters without attempts made to revive it, the club or organization will lose its UA status. If a club becomes active before the end of the two-semester period, they will regain active status and a budget will be granted.

If a club remains inactive after the two-semester period, then the organization must follow the organizational chartering procedures to regain UA/SGA recognition.

Section IV. Statements & Constitutions

All student organizations and clubs must file a continuing interest statement with the President of SGA which includes every year:

1. Name and Purpose
2. Membership
3. Selection of Officers
4. Meeting Times
5. Duties
6. Advisor(s) Name & Contact Information

Statements shall be kept on file in the SGA office. Any statement violating SGA stipulations must be restricted; the Constitution shall take precedence over any other instrument.

All student organizations and clubs must have a constitution filed to be active. Constitutions must be edited (if any) and submitted yearly during the end of every spring semester.

ARTICLE VIII: PUBLICATIONS AND COMMUNICATIONS BOARD

Section I. Membership

1. The Vice-President for Marketing and Communication will oversee all public relations matter. They will develop a committee of at least two other students to charge any marketing/public relations content.
2. The Board shall have five (5) students and an adviser charged with resolving publications and broadcasting conflicts and assuring the tenets of good journalism and broadcasting.

Section II. Chairperson

The Vice-President for Marketing and Communication will act as Chairperson for the publications and communications board.

Section III. Meetings

Meetings will be called at the discretion of the Chairperson and or in response to a request by the President.

ARTICLE IX: REFERENDUM AND RECALL

Section I. Legal Initiative

The right of referendum shall be granted the Student Government Association of Genesee Community College.

Section II. Procedure for Referendum

Criteria for and procedure regarding the legal initiative shall be as follows:

1. When ten per cent (10%) of the qualified electorate shall sign a petition requiring the enactment of a law or a resolution concerning a question of student policy, the statement of the proposed law or resolution shall be placed on the ballot at the next general election.
2. When 15 per cent (15%) of the qualified electorate shall sign any such petition named in Section II (1), it shall be the right of the representative of the petitioners to request a special election to decide the case of his petition and it shall be the duty of the Student Senate to grant this request.
3. These criteria and procedures do not in any way affect nor change Article XII of this Constitution, with regard to constitutional amendments.
4. In the election, whether general or special, the law or resolution proposed by the initiative petition is shown favored by a simple majority of the voting electorate, the statement of the petition shall become either law, if constitutional, or a resolution stating the firm recommendation of the Student Government Association, whichever the petition proposes.
5. In an election called for through the petition process, a total of twenty per cent (20%) of the Student Government Association must vote in order to constitute a valid election.

Section III. Student Senate Election of Reconsideration

1. If the Student Senate, with just cause, shall decide at the first meeting following the election wherein the proposed law resolution has been shown favored by a simple majority of the voting electorate that said law or resolution does not promote the interest of the student body, the Student Senate may call for an election of reconsideration.
2. This election can only be called if a three-fourths (3/4) majority of the voting membership present at a Student Senate meeting wish it.
3. If called, the Election of Reconsideration must occur within two (2) academic weeks after said meeting of the Student Senate wherein it was called for.
4. The election shall be for the purpose of deciding against the case of the proposed law or resolution.

Section IV. Recall Election

Upon petition of fifteen per cent (15%) of the members of the Student Government Association, it shall be the duty of the Student Senate to hold a recall election. Elections called in this manner shall include only an officer or senator named in the petition, and the terms of the incumbents of said office shall terminate upon the election of successors.

Section V. The Recall

Any officer or senator may be recalled by a majority of the ballots cast at the recall, provided that the total ballots cast amount to three-fourths (3/4) of the total vote cast at the election in which the officer being recalled was elected.

Section VI. Legislative Recall

Any act of the Student Senate or the Finance Board, except, as provided in Article XII governing amendments, may be modified or rejected by two-thirds (2/3) of the votes cast at a special election, provided the matter upon which action is taken shall have been presented to the Student Senate by a petition signed by ten per cent (10%) of the qualified electorate. Upon receipt of the petition, the Student Senate must call a special election.

ARTICLE X: AMENDMENTS AND RATIFICATION

Section I. Amending Process

Any article or section of this Constitution may be amended by a receiving of two-thirds (2/3) majority of the votes cast in any election, provided that the proposed amendment is accompanied by the recommendation of the Student Senate or a petition signed by at least ten (10%) of the Student Government Association.

Section II. Amendment Notification

All proposed amendments to this Constitution shall be posted at least two (2) academic weeks prior to the day set for the election.

Section III. Administrative Changes

Changes in the language of this Constitution for the purpose of clarifying, but not of changing the meaning or intention of this Constitution may be made by a two-thirds (2/3) vote of the Student Senate.

Section IV. Ratification

This Constitution shall be ratified, when approved by a two-thirds majority of the voting members of the Student Senate, upon receiving two-thirds (2/3) or more of the votes cast in the next election, and upon approval of the Board of Trustees.