

Roseman University of Health Sciences
The Constitution of the
Student Government Association (SGA)

Article I - Name

Section I.1: The name of this organization is the Student Government Association, hereinafter also referred to as "SGA."

Article II - Mission

Section II.1: The SGA is the representative body for all students enrolled at Roseman University of Health Sciences, hereinafter also referred to as "students" or the "student body."

Section II.2: The SGA promotes academic, administrative, and social programs for the university community in general and for students in particular.

Section II.3: The SGA provides a forum in which the student body may present, discuss, and set upon issues related to its role in the academic and non-academic aspects of the university community.

Section II.4: The SGA shall represent the Roseman University student body in student issues that require the faculty and administration for resolution.

Article III - Authority and powers

Section III.1: The authority for the establishment of the SGA is derived from the consent of the student body and the office of the Vice President of Student Services.

Section III.2: The SGA is recognized by Roseman University as the only organization representing all students on each campus at this institution.

Section III.3: On all matters brought before personnel, Associations, or agencies of Roseman University involving the interest of students, the SGA or its appointed representative(s) have the responsibility to serve as an advisory agent on behalf of students.

Section III.4: The SGA may plan and implement programs in accordance with its mission, subject to the approval of the Vice President of Student Services the Administrative Council and ultimately the Board of Trustees if applicable.

Section III.5: The SGA has the primary budget authority to allocate and distribute funds from the treasury of the SGA. Funds may be allocated by the Vice President of Student Services to the treasury of the Association.

Section III.6: The SGA judges the elections, returns, and qualifications of its own members and determines its own rules of procedure. Such rules of procedure shall be recommended by the Vice President of Student Service or designee for review and approval.

Section III.7: The SGA reports to the Vice President of Student Services who supervises all SGA activities. The SGA has a faculty advisor as well.

Section III.8: The SGA will elect two (2) students from each campus to serve on the University Student Professionalism Board (USPB). The SGA election for the student Board members will

occur no later than the end of May. Two colleges/programs must be represented on the USPB. If a student elected to serve is enrolled in the Pharmacy/MBA program, the other student elected to serve on the USPB can't be a pharmacy or MBA student. If a student elected to serve is enrolled in the Orthodontics/MBA program, the other student elected to serve on the USPB can't be an Orthodontics intern /resident or MBA student. The student receiving the highest number of votes in the election shall serve on the Board, while the student receiving the second highest number of votes who is not from the same College/Program as the student receiving the highest number of votes will serve on the Board. A student elected by the SGA does not have to be an elected SGA representative. The student members elected by the SGA will serve a one (1) year term. The President of the SGA or designee will appoint student alternates. The term will begin on July 1 each year.

Section III.9: The SGA at each campus will submit nominees for each campus's Student Commencement Speaker to the University's Administrative Council.

Section III.10: The SGA shall fulfill other duties as directed by the Vice President for Student Services and the University's Administrative Council.

Article IV - Membership and Eligibility

Section IV.1: A person is eligible to hold any SGA position, elected, or appointed, if and only if that person meets the qualifications for student status in good standing as defined by that person's program of study and the college. Should an officer fall out of good academic standing after his/her appointment, there will be a one-time warning where he/she is able to maintain his/her position. In the case of second infraction, the option for reinstatement will apply after he/she is back in good academic standing. This person should be kept abreast of meeting details during this time but have no voting privilege until reinstatement.

Section IV.2: Public SGA meetings are open to the entire student body. Non-SGA officer students may not vote but their input and feedback would be recognized. Executive SGA meetings are for SGA executive officers and advisors only.

Section IV.3: No student shall be denied membership in this organization on the basis of race, sex, color, national origin, religion, age, political views, veteran status, sexual orientation, disability, or gender identity, or any other bases prohibited by law.

Article V - Elections and officers

Section V.1: The SGA shall be elected annually by/from the student body. SGA Officers shall be elected by the last day in February for the following Executive Officer positions: President, Vice President, Secretary, Treasurer/Parliamentarian (combined position for 2015-2016 academic year). Each campus will elect its own separate SGA Executive Officers.

Section V.2: If applicable, once a person becomes an executive officer of the SGA, that person will resign as a delegate when the term of office begins. A delegate is defined in Section V.10.

Section V.3: Executive officers are elected for a term of one year, but may be re-elected each year through election by the student body.

Section V.3: President

V.3.A. The President presides over all meetings of the SGA and is responsible for implementing all decisions of the SGA.

V.3.B. The President selects the time and place of all regular and special meetings of the SGA. The President shall inform each delegate in writing of the time and place chosen for each regular meeting.

V.3.C. The President has primary responsibility for ensuring SGA compliance with the Association, University, State, and Federal fiscal and personnel policies.

V.3.D. The President shall also serve as a liaison between the University administration and students.

V.3.E. The President of the SGA or designee will appoint student alternates for the University Student Professionalism Board (USPB) if/when an alternate is required. The term will begin on July 1 each year.

V.3.F. The President shall fulfill other duties as directed by the Vice President of Student Services or designee(s).

Section V.4: Vice President

V.4.A. The Vice President represents the SGA in the planning of orientation and welcome week-related activities and events.

V.4.B. In the absence of the President, or if the President is temporarily unable to fulfill his or her duties, the Vice President shall serve in the President's place.

V.4.C. The Vice President is responsible for ensuring that all delegates and SGA positions are filled.

V.4.D. The Vice President is responsible for ensuring that SGA and member records are properly maintained.

V.4.E. The Vice President shall serve as a liaison between SGA and any other student organizations.

V.4.F. In the absence of the President, the Vice President presides over meetings of the SGA.

V.4.H. The Vice President shall fulfill other duties as directed by the SGA and the Vice President of Student Services or designee(s).

Section V.5: Secretary

V.5.A. The Secretary is responsible for keeping the minutes of the meetings of the SGA (which includes distributing approved minutes to the campus community), for maintaining records, and for conducting correspondence.

V.5.B. The Secretary is responsible for maintaining attendance records and determining quorum (see Article VIII, Sec. 2) at SGA meetings.

V.5.C. In the absence of the President and Vice President, the Secretary presides over meetings of the SGA.

V.5.D. The Secretary shall fulfill other duties as directed by the SGA and the Vice President of Student Services or designee(s).

Section V.6: Treasurer (*combining with Parliamentarian for 2015-2016 academic year*)

V.6.A. The Treasurer is responsible for overseeing the budget. The Vice President of Student Services has final approval of all financial matters.

V.6.B. The Treasurer is responsible for overseeing the budget. The Director of Student Services reviews and approves all financial matters and the Vice President of Student Services has final approval.

V.6.C. In the absence of the President, Vice President, and Secretary, the Treasurer presides over the meetings of the SGA.

V.6.D. The Treasurer shall fulfill other duties as directed by the SGA.

Section V.7 Parliamentarian (*combining with Treasurer for 2015-2016 academic year*)

V.7.A. Upon recommendation by the President, the Parliamentarian (chair) serves to clarify the SGA Constitution and Bylaws.

V.7.B. The Parliamentarian must be an officer.

Section V.8: Removal/Reinstatement

The SGA has the authority to remove an executive officer only through the following procedure:

V.8.A. The written motion for such an action, bearing the signatures of at least ten students (at least 2 representatives from each unit) and faculty advisor(s), must be submitted at a regular meeting of the SGA.

V.8.B. The officer shall be given the opportunity to respond to the motion at a hearing with the SGA, the faculty advisor(s), and the Vice President of Student Services or designee.

V.8.C. The SGA and the faculty advisor(s) will thereupon conduct an investigation into the allegations against the officer and present its findings at the next SGA meeting.

V.8.D. Following this presentation, the motion will be voted upon. A two-thirds vote of the SGA and the concurrence of the faculty advisor(s), Ex-Officio Advisors, and the Vice President of Student Services are necessary to remove the officer. The officer can appeal a decision to the Vice President of Student Services, whose decision shall be final.

Section V.9: Vacancy

V.9.A. In the event the presidency becomes vacant; the Vice President shall have the option of becoming the President. In this instance, the SGA shall elect a new Vice President. The Vice President shall also have the option of refusing the office of the presidency, in which case the Vice President shall serve as President *pro tempore* until such time as the SGA is able to elect a new President. Subsequent to the election of the President, the President *pro tempore* shall reassume the office and duties of Vice President.

V.9.B. In the event of a vacancy in any other executive officer position, an election to complete the current term will be held no later than the second meeting of the SGA following the occurrence of the vacancy. Election procedures will be in accordance with the current provisions of this Constitution and any Bylaws SGA shall enact. An interim officer may be appointed by the President in consultation with the Vice President of Student Services (or designee) to hold office until such time as an election can be held.

Section V.10: Delegates

At the beginning of each academic year, each class at each location for each program shall elect one representative to the SGA.

Article VI - Subcommittees

Section VI.1: The SGA can form subcommittees of interested students as it may see fit to resolve any important issues.

Section VI.2: The faculty advisor(s) must approve such committee in advance.

Article VII - Meetings

Section VII.1: There will be a minimum of one regular meeting of the SGA every four months.

Section VII.2: Special meetings shall be called at the discretion of the President, at the request of the officers, or upon the written request of one-fifth or more of the delegates.

Section VII.3: All meetings of the SGA are presided over by an executive officer, who shall have the ability to vote in the case of a tie.

Section VII.4: Each campus will conduct their own separate meetings of its SGA and will be conducted by its own executive officers. Any issue that concerns both campuses will be discussed by SGA executive officers on both campuses jointly and will be determined by a joint quorum majority.

Section VII.5: All meetings may be conducted in person or by any other electronic means available and convenient at the time.

Article VIII - Quorum and Voting

Section VIII.1: At all meetings of the SGA, the simple majority of delegates and officers shall constitute a quorum.

Section VIII.2: Each delegate in attendance shall have one vote that may only be cast in person whether attending in person or by other electronic means. In the event of an absence, a delegate's designated alternate may attend and shall be entitled to the same general powers and privileges in the SGA as the delegate, including voting.

Section VIII.3: All voting members of the SGA shall have full voting and speaking privileges at SGA meetings. No member may vote twice.

Section VIII.4: Every voting member and executive officer will signify attendance at a meeting by a procedure supervised by the Secretary and approved by the SGA. It must be documented and available upon request.

Article IX - Parliamentary Authority

Section IX.1: The current edition of "Robert's Rules of Order, Newly Revised" governs the procedures of all meetings of the SGA except where conflicting with the Constitution and Bylaws of the Association. In the event that there is a conflict between the the current edition of "Robert's Rules of Order, Newly Revised" and the constitution or Bylaws of the SGA then the SGA is to up hold the procedures as set by the constitution or bylaws of the SGA. If the SGA wishes or finds the procedure in question to be in the best interest of the SGA then we should amend the bylaws or constitution to incorporate the procedure.

Section IX.2: The chair of the SGA meeting shall be responsible for interpreting all relevant aspects of the SGA Constitution, Bylaws, and rules of order. Decisions of the chair may be appealed to the full SGA. The SGA's ruling is final.

Section IX.3: The President may appoint a parliamentarian to offer advice on the details in Section IX.2 and other relevant matters.

Article X - Bylaws

Section X.1: The SGA may enact or amend Bylaws by a simple majority vote at a regular meeting. However, any proposed amendment to the Bylaws must have been presented in writing at a prior regular meeting. Such Bylaws shall be approved by the Administrative Council, and appended to this Constitution and be available upon request.

Article XI- Standing Rules

Section XI.1: The SGA may establish additional standing rules by a simple majority vote, subject to approval by the Vice President of Student Services. Such rules shall be appended to the Bylaws and be available upon request.

Article XII - Amendments

Section XII.1: Any proposed amendment to this Constitution must be presented in writing to the Vice President of Student Services for approval to Administrative Council.

Section XII.2: If approved, a copy of the proposed amendment must be sent by the SGA Secretary to all students at least one week before the regular meeting that follows the meeting at which the amendment was proposed.

Section XII.3: An affirmative vote of two-thirds by the student body will be sufficient to adopt the amendment.