

Glenville State College Student Government Association

The Student Government Association is an elected body of students serving as a conduit for campus opinion. In weekly formal meetings open to any member of the student body or faculty, various facets of the College social and academic life are discussed. Because the Student Government Association is elected by the students, it must be maintained as a flexible organization open to the opinions, desires, and suggestions of a concerned campus.

CONSTITUTION

Section 3 – One (1) Commuter Representative shall be elected during the general election. The role of the commuter representative will be to bring any issues facing the commuter population of GSC to the SGA Senate.

Section 4 – Three (3) Housing Representatives, one (1) Goodwin Hall, one (1) Pioneer Village, and (1) Riverfront representative shall be elected during the general election. Housing Representatives must reside in any GSC residential facility at the time of election and throughout the tenure of the office held. The role of the housing representatives will be to bring any issues facing the on-campus housing population of GSC to the SGA Senate.

Section 5- Nontraditional Student Representative shall be one (1) student that fulfills definition of the colleges Nontraditional Student policy. Nontraditional Student Representative will be elected during the general election. The role of the Nontraditional Student Representative will be to bring any issues facing the Nontraditional student population of GSC to the SGA Senate.

Section 6- Online Student Representative shall be one (1) student that fulfills definition of the colleges Online Student policy. Online Student Representative will be elected during the general election. The role of the Online Student Representative will be to bring any issues facing the Online student population of GSC to the SGA Senate.

- a. This representative need not be physically present at SGA meetings.

Section 7 – Athletic Representatives shall be two (2) students one (1) male and one (1) female that are current collegiate athletes who will be chosen by the Athletic Director or the Athletics Committee to represent student-athletes.

Section 8 Appointed positions shall be appointed by the SGA President with two thirds (2sent atby the Ath

- a. The members must each carry at least twelve (12) credit hours per semester and maintain an overall GPA of 2.0 throughout the tenure of an office held.
- b. Freshmen are excluded from GPA requirements until a full semester GPA has been established.

Section 3 – Any SGA officer may succeed themselves in that office.

Section 4 – Any officer or member of the SGA having been dismissed from their elected or appointed positions may not serve from the time they are dismissed until one (1) calendar year from dismissal date has passed.

Section 5 – Those who do not become an Executive Officer or member as described in Section 2 above, may become a Senate member of the SGA. In order to become a Senate member, a student must attend three (3) consecutive meetings and will be sworn in as a voting member on the 3rd meeting.

- a. Senator membership shall carry forward through the following academic year shall they decide to continue membership within the first four weeks of the new year.
- b. All members have the right to terminate their membership via a written notice to the Executive Board.

ARTICLE V Powers and Duties of the Executive Officers

Section 1 – President: The powers and duties of the President are as follows:

- a. To preside over all Student Government Association and student body meetings.
- b. To give a presidential report at each meeting.
- c. To call special and/or emergency meetings of the SGA and the student body.
- d. To act as an intermediary between the students and the administration.
- e. To appoint special committees with the approval of the SGA by two-third (2/3) majority vote along with the approval of the Vice President of Student Life or their acting representative.
- f. To be welcome to attend all SGA committee meetings.
- g. To have the power to veto any act of the SGA.
- h. To represent the SGA on the Board of Governors from July 1st until June 30th. The new SGA President will attend the meeting in April with the outgoing President once sworn into office.
- i. To represent SGA on the College Leadership Council.
- j. To serve as Representative on the HEPC Advisory Council of Students and give updates of meetings to the SGA.
- k. To sign off on all approved purchases.
- l. To be responsible for all SGA commun.4 156.5.020commu98.07 Tm0 g0 G()JTJET@0.00000

- b. To become the President if the presidency becomes vacant.
- c. To serve as a Representative on the College Leadership Council.
- d. To chair the committee for the leadership retreat or his/her appointee and the Student Organization banquet.
- e. To perform such duties as belonging to the office of Vice-President not here defined.

Section 3 – Secretary: The duties of the Secretary are as follows:

- a. To hold all official documents and deliver them to his/her successor.
- b. To keep the minutes of the Executive and SGA meetings.
- c. To prepare an agenda for all SGA meetings.
- d. To keep all records in permanent form.
- e. To prepare all SGA minutes and agendas for distribution to the members of the SGA and other interested persons.
- f. To prepare all correspondence for the SGA President's approval including attendance.
- g. To keep accurate attendance at all mandatory Student Organizational meetings and mandatory activities and submit to the Director of Student Activities.
- h. To perform such duties as belonging to the office of Secretary not here defined.

Section 4 – Treasurer: The duties of the Treasurer are as follows:

- a. To handle all financial affairs of the SGA including the Student Organization budget if given by the GSC President each year.
- b. To present the SGA at the close of each semester a printed itemized statement of all funds handled during the semester.
- c. To approve all purchases and complete the proper documentation.
- d. To present the budget update at the bi-weekly meeting of the SGA.
- e. To coordinate with appropriate individuals on all purchase transactions.
- f. To perform such duties as belonging to the office of Treasurer not here defined.

Section 5

- j. To perform such duties as belonging to the office of Parliamentarian not here defined.

Section 6 – Public Relations Officer: The duties of the Public Relations Officer are as follows:

- a. To have all SGA marketing material approved through the proper channels (i.e. Advisor(s), Public Relations, Director of Student Activities).
- b. To submit monthly updates to the Public Relations Office.
- c. To coordinate photography at SGA events and functions.
- d. To advertise all SGA events and obtain approval of the Office of Student Life
- e. Help promote student activities planned by the Office of Student Life
- f. To perform such duties as belonging to the office of Public Relations Officer not here defined.

ARTICLE VI Advisor(s)

The executive board of the SGA will choose two (2) or more faculty/staff advisors. The Vice President of Student Life, or the GSC President's appointee, and the Director of Student Activities shall serve as Administrative Liaisons. Each SGA will choose its own advisor(s) by two thirds

Section 4 – The Executive Officers of the SGA shall meet at least once a month as an executive committee prior to regularly scheduled SGA meetings.

Section 5 – All meetings of the SGA, shall be governed by the parliamentary procedure in accordance with Robert's Rules of Order.

- a. Campaigning of students by using the Glenville State College telephone or mass email systems will not be permitted.
- b. There are to be no alterations of, removal of, or tampering of any kind with an opponent's campaign materials.
- c. All candidates must adhere to the flyer policy set forth by the Office of Student Life.
- d. No campaign materials can disrupt public, state, or natural property.
- e. Campaigning in residence halls:
 - 1. Candidates must have permission from the residents to hang flyers on their door.
 - 2. Candidates must abide by any other rule of the residence halls.
- f. Campaigning in academic buildings:
 - 1. Campaign materials must have the seal of approval by the Director of Student Activities.
 - 2. Only one (1) flyer or sign per bulletin boards or kiosk is permitted.
 - 3. Nothing is to be affixed on garbage cans, painted walls, doors, elevators, etc.
- g. All campaign materials must be removed by the candidates by the first week after elections close, or they may receive a fine according to the GSC Code of Conduct.

Section 4 – SGA Offices: Any eligible student wishing to run for an SGA office shall submit his/her name to the Office of Student Life no later than the Friday of the first (1st) full week of March. Each candidate shall submit a written platform and application to the Office of Student Life. Once approved, the list of nominees and their platforms shall be posted before the student body via GSC email. President and Vice-President Candidates are required to run for election together as running mates. The general election shall be held two (2) weeks after the list has been posted. The election shall be under the direction of Office of Student Life.

Section 5 – No individual may be a nominee for more than one SGA office, and/or position, in an SGA election.

Section 6 – In the event of a tie in any election, there will be a runoff election held within one (1) week of following the general election for the tying candidates.

Section 7 – Special elections will be held at the discretion of the SGA executive officers and will follow the election procedures outlined in Article 9:

- a. All voting shall be under the supervision of the Office of Student Life.

ARTICLE X SGA Duties and Powers

The duties of the Student Government Association shall be to act as an advocate for the student body and to bring the student organizations into closer cooperation with the faculty, staff, alumni, and administration. It shall actively listen to the needs and worries of their constituents, find solutions, and advocate for their implementation.

- b. Receive disciplinary action by the judicial system for violation of any social or academic policy.
- c. Conviction of a felony.
- d.

ARTICLE XIV Inauguration of Officers and Members

Section 1 – The Executive Committee shall constitute a committee for properly carrying out the Inaugural Ceremony which will be held at the Spring Organization Banquet.

Section 2 – The Oath of Office shall be administered at the Inaugural Ceremony, with the exception of the Housing Representatives, who shall be sworn in at the first meeting of the SGA after their election/appointment.

Section 3 – Oath of Officers is as follows:

“I, (insert name), do solemnly affirm to support the constitutions of the United States, of West Virginia, and of the Glenville State College Student Government Association. I will discharge faithfully the duties and obligations of my office to the best of my ability.”

Section 4 – Oath of Members is as follows:

“I, (insert name), do solemnly affirm to support the constitutions of the United States, of West Virginia, and of the Glenville State College Student Government Association. I will represent my constituents and discharge faithfully the duties and obligations of the SGA to the best of my ability.”

ARTICLE XV Homecoming

Section 1 – Duties of the SGA Officers and Members:

- a. The SGA President should attend all Homecoming committee meetings.
- b. During the week of Homecoming, all SGA members are encouraged to attend every event including the dance, bonfire, parade, coronation, and any additional events sponsored by the SGA.
- c. The annual coronation of the Homecoming Court will be held on the campus of during Homecoming week in the GSC Amphitheater or any other location deemed suitable by the Homecoming Committee; likewise, the annual Homecoming Dance will also be held during Homecoming Week.
- d. The annual bonfire will be held during Homecoming week. The GSC President will conduct the official lighting of the fire.

Section 2 – Homecoming Court Election Rules:

Any person running for Court positions must meet the following requirements:

- a. The nominee must be enrolled in twelve (12) hours at GSC.
- b. The person must have a cumulative GPA of at least 2.0, excluding freshman candidates.
- c. There will be no stipulations on marital status.
- d. A person can only be elected to any prince/princess position one (1) time during their freshman, sophomore, or junior year. Any senior can run for king/queen regardless of their previous prince/princess titles.
- e. There will be one (1) of each of the following that will serve as members of the Homecoming Court: freshman prince and princess, sophomore prince and princess, and junior prince and princess. In the senior class, the top three (3)

senior prince nominees and the top three (3) princess nominees will serve as members of the court. The king and queen will be announced at the coronation, the remaining two (2) senior prince nominees and the remaining two (2) senior princess nominees will serve as the senior princes and senior princesses, respectively.

appropriate by the Office of Student Life. Penalties may include, but are not limited to, the following:

- a. Denial of use of campus facilities.
- b. Forfeiture of representation in college publications.
- c. Forfeiture by the organization of being recognized as a campus organization.

Recommendations for forfeiture of organizational status will be submitted by the Office of Student Life to the SGA for approval.

Section 3 SGA Senate Requirement: Each organization shall require at least one (1) active member/officer to serve as a Senate member of SGA. This member shall not be currently serving as an SGA Executive officer.

ARTICLE XVII Standing Committees

Section 1 – The SGA shall appoint student representatives to any committee as requested by the administration of Glenville State College.

Section 2- The SGA Executive Board shall appoint student representatives to any standing committee as requested by the SGA President.

ARTICLE XVIII Proposals for Policy Changes

Any proposal for policy change may be presented to the SGA for consideration. Supported proposals will be channeled through the campus governance system.

ARTICLE XIX Amendments

The SGA shall have the right to amend the constitution by a two-thirds (2/3) vote of the membership.

Last modified February 2020 GLENVILLE STATE COLLEGE