

**The Constitution of the
Student Government Association of
Adelphi University**

March 2009

*Last Amended by the S.G.A. Student Senate on September 2, 2008
Ratified by the S.G.A. Student Senate on September 20, 2005*

PREAMBLE

The Student Government Association of Adelphi University exists to promote the general welfare of the undergraduate student body and of the University as a whole, and to develop general and specific policies for governing the undergraduate student body and organizations, and to provide student input to the Administration on past and future University policies. The Student Government Association is responsible for representing and uniting the members of the undergraduate student body of Adelphi University for the purpose of protecting *and promoting* student interests. Thus, the Student Government Association shall act on behalf of the undergraduate student body through communication with the Administration and Faculty on matters of student concern. We the undergraduate students of Adelphi University, in order to secure the rights of all undergraduate students and maintain the highest standard of student life, do hereby adopt and establish the Constitution of the Student Government Association of Adelphi University.

ARTICLE I General Provisions

Section 1. This Organization shall be known as the Student Government Association, hereinafter the S.G.A., of Adelphi University.

Section 2. The membership of the S.G.A. shall be open to all matriculated full-time or part-time undergraduate students of Adelphi University according to the election/appointment processes outlined in this constitution.

Section 3. The S.G.A. *shall be* the governing and representative body of the undergraduate student body

Section 4. This constitution, *shall be* the supreme governing document of the S.G.A.,

Section 5. The S.G.A. shall not discriminate on the basis of race, ethnicity, creed, sex, sexual orientation, national origin, age, religion, disability, or any other classification as provided by law.

Section 6. All members of the S.G.A. pledge to follow and uphold the *Adelphi University Code of Conduct* and the *Adelphi University Code of Ethics*, to which all Adelphi students are bound.

ARTICLE II The Legislative Branch: The Student Senate

Section 1. All legislative powers of the undergraduate student body shall be vested in the Student Senate, which shall be the supreme branch of the S.G.A.

Section 2. Voting Membership of the Student Senate shall consist of:

(a) one (1) elected senator from all of the following: the School of Social Work, the Gordon F. Derner Institute for Advanced Psychological Studies, the School of Education, the School of Nursing, University College, and the Honors College;

(b) elected senator from each of the Garden City campus residence halls—one (1) from Chapman, Waldo, and Linen and two (2) from Earle, New, Eddy *;

(c) two (2) senators from the College of Arts and Sciences and from the School of Business;

(d) at least six (6) elected senators from the commuter student population[†];

(e) elected presidents and vice presidents from each class; and

(f) the S.G.A. vice president of administration, vice president of club relations, executive treasurer, and executive secretary.

(g) one (1) international student senator, to be elected by the undergraduate international student population.

Section 3. Non-Voting Membership

Non-voting members shall be given the same privileges, and be held to the same responsibilities, as elected Student Senate members, except they will neither have voting rights nor, with the exception of the president and parliamentarian, the right to sit in executive sessions of the Student Senate. The non-voting members of the Student Senate include:

(a) the S.G.A. president,

(b) the S.G.A. parliamentarian,

(c) one (1) to two (2) appointed Parent, Faculty and Alumni Representatives (P.F.A. Rep.)[‡]

(d) the president or official representative of the Student Activities Board[§], *and*

(e) the president or official representative of U.M.O.J.A.

Section 4. Observer Membership

Certain members of the Adelphi undergraduate student population, because of their importance to student life or their assistance to the S.G.A., shall be invited to observe all meetings of the S.G.A. Observers shall have the right to participate in all discussions of the

* Before each election (spring or fall), the Elections Committee shall review the enrollment data of each of these constituencies and shall add one (1) student senator for every 200 students.

† Before each election (spring or fall), the Elections Committee shall review the enrollment data of each of the commuter constituency and shall add one (1) student senate position for every 200 students over the first 1200 students.

‡ Faculty Senate Representatives may be either non-S.G.A. members who meet all the requirements of holding a Senate position or Senators, but the former is given significant precedence. Should a Faculty Senate Representative also be a Senator, said Senator shall not forfeit his/her original position and shall retain voting rights.

§ Official representatives shall be understood to mean the president of the student organization or a single member who has been nominated by the club's president and been confirmed by a majority of the club's voting membership. Official representatives must be reported to the S.G.A. secretary at the beginning of each academic year.

Student Senate, except those held during executive session, but will not have voting rights. Observers are not held to the attendance policy. Observers shall include:

- (a) the elected treasurers and secretaries of the class governments,
- (b) president or official representative of the Inter-Fraternity Council,
- (c) the president or official representative of the Panhellenic Council,
- (d) the president or official representative of the Resident Students Association,
- (e) the president or official representative of the Student Athlete Advisory Council,
- (f) *the president or official representative of the Inter Greek Council,*
- (g) *the president or official representative of the Undergraduate Greek Fellowship Council, and*
- (h) any special executive assistants of the S.G.A. president.

Section 5. Qualifications

Candidates or nominees for any Student Senate voting or non-voting position must meet the following criteria at the time of his/her candidacy or nomination and for the duration of his/her term of office*:

- (a) recognized by the University as a full- or part-time undergraduate student in the constituency for which he/she is running or to which he/she seeks appointment,
- (b) good disciplinary standing with the University as defined by the *Code of Conduct*,
- (c) maintain a cumulative G.P.A. at or above 2.5,
- (d) agree to, and be responsible for adhering to, the S.G.A. attendance policy as determined by the Senate and enforced by the Cabinet.

Section 6. Term of Office.

- (1) All voting members elected in the fall S.G.A. elections shall serve until the conclusion of the spring elections during that same academic year, except in cases of impeachment or resignation.
- (2) All voting members elected in the spring S.G.A. elections shall serve from the date of their election until the conclusion of the following academic year's spring elections, except in cases of impeachment or resignation.
- (3) All non-voting or observer members elected or appointed during the fall or spring semester shall, except in cases of impeachment or resignation, serve from the date of their election or appointment until the conclusion of the spring S.G.A. elections during that same academic year.

Section 7. Meetings

The Student Senate shall meet according to the following schedule and rules:

- (a) The Student Senate shall meet on Tuesday evenings at 6:00 p.m. while the University is in session, or at a date and time determined by a two-thirds (2/3) majority of the

* A student may not run for any S.G.A. voting or non-voting position unless all the Art. II, Sect. 5 criteria are met. After attaining office, S.G.A. members who fail to uphold the Art. II, Sect. 5 criteria shall automatically be brought up for impeachment.

voting membership of the Student Senate^{*}, so long as meetings occur at least once each week that the University is in session.

(b) The S.G.A. president may call for a special meeting of the Student Senate, so long as such request is provided in writing or by verifiable email to each member of the Student Senate (voting and non-voting) forty-eight (48) hours prior to the time of the proposed meeting.

(c) The Student Senate shall automatically convene at the special request of one-third of the entire voting membership, provided such request is supplied in writing to the S.G.A. president at least forty-eight (48) hours prior to the time of the proposed meeting.

(d) All meetings of the Student Senate shall be chaired by the S.G.A. president. The Cabinet shall assist the president.

(e) All meetings of the Student Senate will be open to the public unless the voting members decide by three-quarters (3/4) majority to enter into executive session.[†]

(f) All meetings of the Student Senate shall be run according to *Robert's Rules of Order* or by rules established by a 3/4 majority of the voting membership. A copy of *Robert's Rules of Order*, *or some abridged version*, must be present at all meetings.

(g) All Student Senate votes described in this constitution and conducted at Student Senate meetings shall include only the voting membership present at that meeting and such proxy votes as are submitted in writing to the parliamentarian prior to the meeting at which a specified vote is to be held.

Section 8. Powers of the Student Senate

The Student Senate shall have the power to:

- (a) determine its rules and procedures;
- ~~(b) compel the attendance of absent members;~~
- (c) censure or impeach a member by a two-thirds vote of the voting membership, provided the senator has received prior written notice;
- (d) determine the time and place of its meetings, provided it meets once every week while the University is in session;
- (e) offer advice and consent, by majority vote, on all of the S.G.A. president's appointments and recommendations to S.G.A. committees;
- (f) provide for the disbursement and control, including the recommendation of increases and decreases, of the Student Activities Fee;
- (g) require information from any S.G.A. official, or from officers of any organization receiving S.G.A. funds;
- (h) take action on any item without such item being first reviewed and passed on by the appropriate committee, in time sensitive situations or when such committees are non-functional; *and*
- (i) enact all measures necessary and proper for the general welfare of the undergraduate student body; and exercise any other power or duty provided for in this constitution or the by-laws of the S.G.A.

^{*} This and all other votes referred to in this Constitution shall apply to the members of the S.G.A. voting membership who are present at the meeting at which a vote is held. The term 'majority' shall mean a 'simple,' fifty-percent-plus-one majority, unless the term is otherwise modified.

[†] In cases regarding the personal information of an S.G.A. member, the president, with the consent of the parliamentarian, may choose to allow executive session by a majority vote of the Student Senate.

Section 9. Prohibitions

The Student Senate shall not:

- (a) enact any measure that abridges the powers set forth in this constitution;
- (b) appropriate funds for a period of more than one year;
- (c) infringe the secrecy of the ballot in any student body election;
- (d) conduct any vote by secret ballot, except by the unanimous consent of the

Student Senate; or

(e) change the dates or laws governing student body elections during the period between the release of the elections applications and the subsequently scheduled election.

Section 10. Procedures

(1) No bill shall become law unless a voting member of the Student Senate introduces the bill, the bill is read and discussed in the Student Senate, and the bill is passed by a majority of the voting members.

(2) No bill shall become law without the signature of the S.G.A. president, except when the S.G.A. president has not vetoed or signed the bill within ten (10) days after presentment (passage by the Senate), in which case the bill becomes law.*

(3) The S.G.A. president may veto a proposed law. The S.G.A. president must notify the Student Senate and provide a written explanation of his/her reasons for vetoing the bill.

(4) The S.G.A. treasurer shall have veto power equal with that of the S.G.A. president in all matters concerning budget approvals. The S.G.A. Allocations Committee shall have exclusive veto power in all reallocation matters, except when by a two-thirds (2/3) vote of the Student Senate, the Senate decides to rule upon the matter itself.

(5) A vetoed bill may be enacted notwithstanding the veto of the S.G.A. president or treasurer if it is reread before the Student Senate and passed by a two-thirds (2/3) majority.

ARTICLE III S.G.A. Committees

Section 1. Standing Committees

The S.G.A. shall maintain seven (7) standing committees that will automatically convene while the University is in session. Those standing committees shall be: the Allocations Committee, the Elections Committee, the Club Relations Committee, the S.G.A. Affairs Committee, the Academic Affairs Committee, the Student and Auxiliary Services Committee and the Promotions and External Affairs Committee.

Section 2. Standing Committee Membership

Each voting and non-voting member of the Student Senate must serve on at least one standing committee at all times during his/her term of office.† Service on a standing committee will be understood to mean that the particular member is listed on the chairperson's official roster submitted to the S.G.A. *executive* secretary and maintains satisfactory attendance record in

* Resolutions stating the Student Senate's opinion and all procedural motions may not be vetoed by the S.G.A. president. (Allocations are considered bills.)

† Voting members of the S.G.A. may serve on, and have voting rights in, as many committees as they can attend, unless otherwise proscribed in this constitution.

that committee.* Only S.G.A. members who meet the directly above criteria for 'service' on a committee shall maintain voting rights on a standing committee.

Section 3. The Allocations Committee

(1) Except in exigent circumstances determined by the S.G.A. *executive* treasurer, the S.G.A. Allocations Committee shall have original jurisdiction over all S.G.A. monetary issues. No bill or policy related to the distribution of S.G.A. funds shall be acted upon by the Student Senate without having been first read and passed by the Allocations Committee. The Allocations Committee may not, however, provide funds without the consent of the Student Senate.

(2) The membership of the Allocations Committee shall consist of the S.G.A. *executive* treasurer and vice president of *club relations* as well as four to six (4-6) voting or non-voting members of the Student Senate. The Student Senate shall, where possible, place priority on choosing members who represent the broad spectrum of the undergraduate student body and who are bound by the least conflicts of interest.† The nominees shall be confirmed by a majority vote of the Student Senate. If the appointed members of the Allocations Committee are on the executive board of any S.G.A.-funded club or organization, or any class government, they must excuse themselves from the meeting room while the budgets of their particular clubs, organizations, or class governments are being discussed. The vice president of *club relations* shall also be subjected to this same guideline.

(3) The S.G.A. *executive* treasurer shall serve as the chairperson of the Allocations Committee. The vice president of *club relations* shall have no voting rights on the Allocations Committee.

(4) The committee shall adjust all budgets submitted by S.G.A.-funded organizations. All budgets, of the S.G.A. and S.G.A.-funded organizations, must be presented to the Student Senate for approval.

(5) The Allocations Committee will develop all S.G.A. by-laws and policies for the provision of S.G.A. funds to students, student organizations, and shall present such by-laws and policies to the Student Senate for approval.

(6) The Allocations Committee shall be responsible for conducting periodic reviews, at least one per semester, of the spending of all S.G.A. monies, which shall be reported to the Senate when completed.

Section 4. Elections Committee

(1) The Elections Committee shall establish recommendations for organizing, setting standards and by-laws for, and executing S.G.A. elections, and shall submit their recommendations to the Student Senate for approval. The Elections Committee shall also oversee all elections to ensure that all regulations are followed, and shall verify the election outcomes.

(2) The S.G.A. executive vice president shall serve as chair of the Elections Committee, except when the executive vice president is preparing to run in the soonest coming election, in

* Satisfactory attendance shall be understood to connote the missing of a maximum of three meetings during a semester.

† 'Conflict of interest' shall be defined as being on the executive board of any S.G.A.-funded club, organization, or class government.

which case the chair of the Elections Committee shall be nominated by the S.G.A. president and confirmed by a two-thirds vote.

(3) Membership on the Elections Committee shall consist voting and/or non-voting members who are graduating prior to the start of the next term of office, or who have pledged, in writing, not to seek reelection in the nearest coming S.G.A. election. The membership shall be nominated by the vice president *of administration* and confirmed by a majority of the Student Senate.

(4) All petitions for election to vacant S.G.A. positions shall be delivered to the Elections Committee, which shall submit their recommendations to the Student Senate for approval.

Section 5. Club Relations and Student Activities Committee

(1) The Club Relations and Student Activities Committee shall maintain original jurisdiction on all matters dealing with S.G.A. policy toward student organizations and clubs, including the drafting of by-laws. The Club Relations and Student Activities Committee will receive, review, and pass on to the Student Senate all requests for S.G.A. recognition and all recommendations for sanctioning or withdrawing recognition from clubs deemed in violation of S.G.A. policy.

(2) The Club Relations and Student Activities Committee shall be responsible for hearing complaints and concerns from S.G.A.-funded clubs and organizations, but this responsibility shall not supersede the Student Senate's right to deal with such complaints or concern.

(3) The S.G.A. vice president *of club relations* shall serve as chairperson of the Club Relations and Student Activities Committee.

Section 6. S.G.A. Affairs Committee

(1) The S.G.A. Affairs Committee shall hold original jurisdiction over all internal S.G.A. matters, including, but not limited to, revisions and amendments to the S.G.A. constitution and by-laws not specifically delegated by this constitution. The committee shall reserve the right to review all by-laws passed in other committees before they are sent to the floor of the Student Senate for approval. The committee shall submit all recommendations and decisions to the Student Senate for approval.

(2) The S.G.A. Parliamentarian shall serve as the chairperson of the S.G.A. Affairs Committee.

Section 7. Academic Affairs Committee

(1) The Academic Affairs Committee shall have original jurisdiction over all issues and bills relating specifically to the academic experience of the undergraduate population. The committee is charged with seeking the best methods and practices for maintaining the highest standards for the undergraduate academic environment.

(2) The Academic Affairs Committee shall also hold responsibility for reviewing all Adelphi course evaluations and reporting to the Student Senate on their findings and recommendations.

(3) The S.G.A. secretary shall chair the Academic Affairs Committee.

Section 8. The Student and Auxiliary Services Committee

(1) The Student and Auxiliary Services Committee shall have original jurisdiction on all issues related to student life, campus environment, and University services not already

specified by this constitution to be the domain of the other standing committees, including, but not limited to, the University bookstore and food services, public safety, and construction.

(2) The S.G.A. president shall serve as chairperson of the Student and Auxiliary Services Committee^{*}, unless he/she chooses to nominate another voting and/or non-voting member for approval by a two-thirds (2/3) majority of the voting members.

Section 9. The Promotions and External Affairs Committee

(1) The Promotions and External Affairs Committee shall have original jurisdiction over all external S.G.A. matters including, but not limited to, the advertising of S.G.A. meetings and events, updating the S.G.A. website, overseeing the production of a S.G.A. newsletter and formulating community outreach initiatives.

(2) The Promotions and External Affairs Committee shall be chaired by two (2) voting or not-voting members, nominated by the President and confirmed by a majority of the Student Senate.

Section 10. Ad Hoc Committees

Ad hoc committees shall be created to deal with specific issues that may, in some cases, overlap with the standing committees, but are deemed by two-thirds (2/3) of the S.G.A. voting members to be significant enough to require special attention.[†] The chairpersons of ad hoc committees shall be nominated by the president and confirmed by a majority of the voting members of the Student Senate, and the membership requirements and mandate shall be set by the Student Senate at the time of the ad hoc committee's establishment.

Section 11. Committee Rules

(1) Unless otherwise decided by a majority of a committee's members, all committees shall operate according to *Robert's Rules of Order*. Modifications to these rules must be documented and reported to the Student Senate.

(2) Except in exigent circumstances determined jointly by the president and the affected committee's chairperson, all legislation should originate with the appropriate committee before being debated on the floor of the Student Senate. If legislation is defeated in committee, an appeal of two-thirds of the voting members of the Student Senate will allow debate and voting to take place on the floor of the Student Senate. Committees must provide detailed *reports* to the Student Senate, including all legislation passed or defeated in their meetings, at every Student Senate meeting.

(3) Without exception, all committees shall adhere to the simple majority standard when making decisions and voting, unless otherwise specified in this constitution.

(4) Any petition of the undergraduate student body shall receive immediate hearing on the floor of the Student Senate, where it will be decided whether the issue should be sent to committee and which committee should handle the issue.

(5) Committee chairpersons are responsible for setting and publishing the agenda for their committee at least one day prior to the committee's meeting.

(6) The membership of the seven (7) standing committees shall consist of no less than

^{*} The S.G.A. president shall not have voting rights as chairperson.

[†] Ad Hoc Committees may not overlap with the jurisdiction of the Allocations, Elections, or S.G.A. Affairs Committees. Taskforces or working groups may be established to assist or advise these committees.

three (3) voting and/or non-voting members of the S.G.A. The maximum number of members allotted to each committee shall be to the discretion of the Vice President of *Administration* with the approval of the Cabinet.

Article IV (Art. VI)
The Executive Branch

Section 1. Composition

The executive branch, hereinafter the Cabinet, shall consist of the president, vice president of *administration*, vice president of *club relations*, *executive* treasurer, *executive* secretary, and any other special executive assistants nominated by the president and approved by the Student Senate.

Section 2. Purpose and Powers

All executive powers of the S.G.A. shall be vested in the Cabinet, whose members shall be responsible for administering the policies, by-laws, and programs of the S.G.A. with the assistance and support of the Student Senate. The Cabinet may institute all policies, regulations, and initiatives necessary and proper to the execution of this constitution, legislation passed by the Student Senate, and the general welfare of the undergraduate student body, so long as such policies, regulations, and initiatives do not run contrary to the rules expressly laid out in this constitution.

Section 3. Emergency Powers

In cases of extraordinary emergency when it is impossible for the Student Senate to convene, the Cabinet may make interim decisions that will require the approval of the Student Senate at their next meeting.

Section 4. The President

(1) The S.G.A. president shall be elected in the spring elections by the voters of the entire undergraduate student body.

(2) Candidates for the presidency must meet the following requirements:

- (a) have spent at least one full term as an S.G.A. member;
- (b) be in good disciplinary standing with the University;
- (c) be enrolled as a full- or part-time student for the next academic semester, and remain enrolled as such throughout his/her term; and
- (d) maintain a cumulative G.P.A. at or above 2.5.

(3) The S.G.A. president shall:

- (a) be the chief executive officer of the S.G.A.;
- (b) be the official representative of the S.G.A. and the undergraduate student body of Adelphi University;
- (c) preside over all meetings of the Cabinet;
- (d) set the agendas for and chair all meetings of the Student Senate;

- (e) appoint, with the advice and consent of the Student Senate, all officers, and special assistants, including but not limited to one (1) or two (2) Parent, Faculty and Alumni Representatives (P.F.A. Rep.) and the parliamentarian^{*}, as outlined in this constitution;
- (f) appoint all student members of administrative committees;
- (g) request the resignation of any one of his appointees, including the parliamentarian, without the approval of the Student Senate;
- (h) establish and maintain all executive committees, which will report regularly to the Cabinet[†];
- (i) be empowered to call emergency meetings of the Cabinet and the Student Senate, provided such requests are delivered, in writing, to all affected members at least twenty-four (24) hours prior to the proposed meeting;
- (j) serve as a non-voting member of the Student Senate or the Cabinet, and as a voting member of the aforementioned bodies only in the event of a tie vote;
- (k) propose to the Student Senate and the Cabinet such policies, regulations, legislation, and initiatives as he/she shall deem necessary to the fulfillment of this constitution and the general welfare of the undergraduate student body;
- (l) have the authority to veto legislation passed by the Student Senate, provided such action is taken within ten (10) days of the vetoed legislation's passage, and provided that his/her veto is accompanied by a written explanation of his/her rationale for using the veto;
- (m) present to the Student Senate *at least once a year* a State of the Campus message;
- (n) control and maintain the content on the S.G.A. Web site;
- (o) *serve as chairperson of the Student and Auxiliary Services Committee, unless he/she chooses to nominate another voting and/or non-voting member according to Article III section 8; and*
- (p) faithfully discharge all other duties and responsibilities outlined in this constitution.

Section 5. The Vice President of Administration

- (1) The S.G.A. vice president of administration shall be elected in the spring elections each academic year by the voters of the entire undergraduate student body.
- (2) Candidates for vice president of administration must meet the following requirements:
 - (a) have spent at least one full term as an S.G.A. member;
 - (b) be in good disciplinary standing with the University;
 - (c) be enrolled as a full- or part-time student for the next academic semester, and remain enrolled as such throughout his/her term; and
 - (d) maintain a cumulative G.P.A. at or above 2.5.
- (3) The S.G.A. vice president of administration shall:
 - (a) serve as an advisor and assistant to the president in the fulfillment of all executive duties and responsibilities;

^{*} It is mandatory that the president nominate a candidate for parliamentarian at the first meeting of the Student Senate of each year and that the Senate vote on that nomination at that meeting. The president is obligated to ensure that a parliamentarian is approved as quickly as possible at the start of each new academic year or in the event that the parliamentarian steps down from his/her post.

[†] Executive committees shall consist of any person or persons requested by the president, and shall be responsible only to the Cabinet, not the Student Senate. Such committees shall not transgress any of the powers or rights of the rest of the S.G.A. and their decisions shall be non-binding on the S.G.A.

(b) be first in the line of executive succession in the president's absence or should three voting members of the Cabinet agree that the president is unable to execute his/her duties;

(c) serve as a voting member of the Student Senate and the Cabinet;

(d) monitor and coordinate the activities of the standing committees, and report weekly to the Cabinet;

(e) *serve as the chairperson of the elections committee; and*

(f) faithfully discharge all other duties and responsibilities outlined in this constitution.

Section 6. The Vice President of club relations

(1) The S.G.A. vice president of club relations shall be elected in the spring elections each academic year by the entire undergraduate student body.

(2) Candidates for the vice president of club relations must meet the following requirements:

(a) have spent at least one full term as an S.G.A. member, voting or non-voting

(b) be in good disciplinary standing with the University;

(c) be enrolled as a full- or part-time student for the next academic semester, and remain enrolled as such throughout his/her term; and

(d) maintain a cumulative G.P.A. at or above 2.5.

(3) The vice president of club relations shall have the following powers and duties:

(a) serve as an advisor and assistant to the president in the fulfillment of all executive duties and responsibilities related to the governance of student clubs and organizations, and in other fields as requested by the president;

(b) be second in the line of executive succession;

(c) serve as a voting member of the Student Senate and the Cabinet;

(d) maintain the official list of S.G.A.-chartered and -recognized clubs and organizations;

(e) sit on the Allocations Committee, without voting rights, to advise about clubs that are in breach of S.G.A. policy;

(f) *serve as the chairperson of the club relations committee; and*

(g) faithfully discharge all other duties and responsibilities outlined in this constitution.

Section 7. The Executive Treasurer

(1) The S.G.A. executive treasurer shall be elected in the spring elections each academic year by the voters of the entire undergraduate student body.

(2) Candidates for executive treasurer must meet the following requirements:

(a) have spent at least one full term as an S.G.A. member, *voting or non-voting*;

(b) be in good disciplinary standing with the University;

(c) be enrolled as a full- or part-time student for the next academic semester, and remain enrolled as such throughout his/her term; and

(d) maintain a cumulative G.P.A. at or above 2.5.

(3) The executive treasurer shall have the following powers and duties:

(a) serve as the president's primary monetary, financial, and budget advisor, and as an assistant in all other fields deemed necessary by the president;

(b) be third in the line of executive succession;

(c) serve as a voting member of the Cabinet and Student Senate;

- (d) report weekly to the Cabinet on all S.G.A.-related financial matters;
- (e) conduct annual interviews of possible candidates and submit a nomination to the Student Senate for hiring an S.G.A. bookkeeper;
- (f) hold and verify all records of S.G.A.-related financial matters;
- (g) oversee and execute all financial transactions of the S.G.A.;
- (h) report all S.G.A. financial transactions to the Allocations Committee;
- (i) *serve as the chairperson of the allocations committee; and*
- (j) faithfully discharge all other duties and responsibilities outlined in this constitution.

Section 8. The Executive Secretary

- (1) The S.G.A. executive secretary shall be elected in the spring elections each academic year by the voters of the entire undergraduate student body.
- (2) Candidates for executive secretary must meet the following requirements:
 - (a) be in good disciplinary standing with the University;
 - (b) be enrolled as a full- or part-time student for the next academic semester, and remain enrolled as such throughout his/her term; and
 - (c) maintain a cumulative G.P.A. at or above 2.5.
- (3) The executive secretary shall have the following powers and duties:
 - (a) serve as the primary assistant to the president in all administrative and organizational matters, and as an advisor/assistant in all other areas deemed necessary by the president;
 - (b) act as historian of the S.G.A.;
 - (c) be fourth in the line of executive succession;
 - (d) serve as a voting member of the Student Senate and the Cabinet;
 - (e) record minutes and keep permanent records of all Student Senate and Cabinet meetings;
 - (f) keep permanent records of all documents and correspondence of the Cabinet;
 - (g) keep records of the attendance of voting and non-voting members and inform the Senate about those members who have disobeyed the S.G.A. attendance policy;
 - (h) accept, keep, and announce all written proxy votes submitted by absent voting members;
 - (i) type all correspondence for members of the Cabinet and forward to appropriate offices when requested;
 - (j) *serve as the chairperson for the academic affairs committee; and*
 - (k) faithfully discharge all other duties and responsibilities outlined in this constitution.

Article V The Parliamentarian

Section 1. A parliamentarian must be nominated by the president and approved by a majority of the Student Senate during the first meeting of each academic year. The official business of

the student senate shall not proceed until a parliamentarian has been appointed. The parliamentarian shall be the president's personal constitutional advisor, and shall be directly responsible to the president in all matters.

Section 2. Nominees for parliamentarian must meet the following requirements:

- (a) be in good disciplinary standing with the University;
- (b) be enrolled as a full- or part-time student for the next academic semester, and remain enrolled as such throughout his/her term; and
- (c) maintain a cumulative G.P.A. at or above 2.5.

Section 3. The parliamentarian shall serve as the neutral arbiter of parliamentary propriety during meetings. In this capacity, the parliamentarian shall have the following powers and duties:

- (a) be responsible for reporting to the Student Court and the president all violations or abuses of the constitution;
- (b) serve as a non-voting assistant justice on the Student Court;
- (c) serve as a non-voting member of the Student Senate;
- (d) have the authority to rule on matters of order and procedure during all Student Senate meetings;
- (e) serve as a non-voting member of the Cabinet at the request of the president;
- (f) maintain records of all constitutional amendments, resolutions, and other substantial actions taken by the Student Senate;
- (g) *serve as the chairperson for the S.G.A. affairs committee; and*
- (h) faithfully discharge all other duties and responsibilities outlined in this constitution.

Section 4. The parliamentarian shall not have decisive authority on any matters except those involving parliamentary procedure.

Section 5. In the absence of a parliamentarian, parliamentary procedure shall be monitored and controlled by the president. All other powers granted to the parliamentarian shall be distributed at the president's discretion, but the Student Senate shall have the right to refuse presidential decisions in such manners as would normally involve the parliamentarian.

Article VI The S.G.A. Judiciary

Section 1. All judicial powers of the S.G.A. shall be vested in the Student Court.

Section 2. Membership.

- (1) The Student Court shall be composed of a chief justice, a clerk, four (4) associate justices, and the parliamentarian, and such lesser officers as are necessary.
- (2) The chief justice shall be elected by a majority of those undergraduate students voting in the spring S.G.A. general elections. The chief justice shall preside over all proceedings of the Student Court and shall select one of the associate justices to serve in his/her absence.

- (3) The four (4) associate justices shall be appointed by the chief justice and approved by a majority of the Student Senate.
- (4) The clerk of the Student Court shall be selected by the chief justice. The clerk shall be the chief administrative officer of the Student Court and shall assist the chief justice in the performance of his duties.
- (5) All Student Court members must possess the following qualifications before and for the duration of their terms:
 - (a) recognized by the University as enrolled full- or part-time undergraduate students;
 - (b) good disciplinary standing with the University; and
 - (c) cannot serve on the executive board of any S.G.A. recognized club or organization; and
 - (d) maintain a cumulative G.P.A. at or above 2.5.
- (6) All Student Court members shall serve from the time of their election or appointment until the conclusion of the next spring S.G.A. general elections.
- (7) No member of the Student Court, with the exception of the parliamentarian, may sit in the Student Senate, except at the request of two-thirds (2/3) of the voting members, in order to preserve the separation and impartiality of the judiciary.

Section 3. Vacancy in Office.

- (1) A vacancy shall exist when any member of the Court ceases to be a full- or part-time student or when he/she resigns, is impeached, removed, or otherwise disqualified from holding office in the S.G.A.
- (2) If a vacancy occurs in the office of the chief justice, the S.G.A. president, with the majority consent of the Student Senate, shall appoint a successor, who has the qualifications described in Article VI, Section 2(5).
- (3) If a vacancy occurs in the office of associate justice, the chief justice, with the consent of the majority of the Student Senate, shall appoint a successor, who has the qualifications described in Article VI, Section 2(5).

Section 4. Operations and Jurisdiction of the Student Court.

- (1) The Student Court shall be the final arbiter and interpreter of all disputes involving the constitution, by-laws, statutes, and conduct among the S.G.A., its members, and all subsidiary organizations, including all S.G.A.-governed clubs and organizations.
- (2) Every student, group, club, organization, or S.G.A. member has the right to appeal, in writing, any ruling, statute, by-law, or constitutional regulation unless otherwise noted in this constitution. The Student Court shall hear all cases that are accepted by two (2) out of the five (5) justices.
- (3) The Student Court must hear all cases submitted by petition of two hundred (200) or more undergraduate students.

Section 5. Procedures.

- (1) The Student Court, by a majority of the justices, shall make and publish its rules and procedures.
- (2) The accused shall have the right to a speedy and public trial in accordance with the Court's rules and procedures. In cases deemed by four (4) justices to be personally intrusive to one or more of the litigants, the trial may be closed to the public.

(3) The jury in each trial shall consist of the four (4) associate justices and the chief justice. Decisions shall be rendered by a majority vote. Penalties and proper subsequent action shall be decided on separately by the justices in the majority.

(4) The judgments of the Student Court may be appealed to the Student Senate or a committee thereof, at the request of three-quarters (3/4) of its voting membership.

(5) In every case tried by the Student Court, the chief justice or an associate selected by him/her shall write and submit a detailed statement of the court's opinion to the Student Senate and the litigants involved. Justices in the minority may, at their discretion, submit a dissenting opinion in each case. All Student Court opinions shall be presented and read by the parliamentarian.

Section 6. Punishments and Penalties.

(1) The Student Court shall have *only* the power to:

(a) reprimand any *S.G.A. member*, student, group, club, or student organization *under S.G.A.'s purview*;

(b) strike down policies, by-laws, regulations, and decisions of the Student Senate and demand changes to such S.G.A. policies, when they are deemed unconstitutional;

(c) suggest to the Student Senate that a fine be removed or levied on a delinquent student organization;

(d) recommend that the Student Senate suspend or impeach any delinquent S.G.A. member; and

(e) recommend that the Student Senate suspend or declare defunct any delinquent club or organization.

Article VII Elections

Section 1. All full- and part-time undergraduate students shall be entitled to one vote in each S.G.A. general election.

Section 2. The fall general election shall take place no later than the fifth week of each fall academic semester.

Section 3. The spring general election shall take *place no later than the first week of May* during each spring academic semester.

Section 4. In the event of a tie during any election, a run-off election for the position in which the tie occurred will take place *during* the week directly following the general election.

Section 5. All election results shall be validated by the Elections Committee *chairperson and Director of the Center for Student Involvement* and formally announced ~~by the committee's chair~~, no later than twenty-four (24) hours after the closing of the polls on the last day of any general election.

Section 6. Assumption of office

- (1) Members elected in the fall general election shall take the oath and assume office *at or before the next S.G.A. event.*
- (2) Members elected in the spring general election shall take the oath and assume office *at or before the next S.G.A. event.*

Section 7. Oath of Office

All voting and non-voting members of the S.G.A. must, before the assumption of the duties and responsibilities of office, recite the following oath *before witnesses*:

“I do solemnly swear that I, (state your name), will support the Constitution of the Adelphi University Student Government Association and that I will faithfully discharge the duties of (name of office) to the best of my ability.”

Section 9. Vacancy in Office

- (1) A vacancy shall exist when any member of the Student Senate ceases to be a full- or part-time student or when he/she resigns, is impeached, removed, or otherwise disqualified from holding office in the S.G.A., or when a position has not been filled in the course of the S.G.A.’s general elections.
- (2) If a vacancy occurs among the non-executive members of the Student Senate, the S.G.A. president, with the majority consent of the Student Senate, shall appoint a successor, who has the qualifications described in Article II, Section 5.
- (3) If a vacancy occurs in an executive position, other than the president, with the consent of the majority of the Student Senate, the president shall appoint a successor, who has the qualifications described in Article III for that specific executive position.

Article VIII Impeachment

Section 1. Any member (voting or non-voting) of the S.G.A. who fails to adhere to the requirements of his/her office as stated in this constitution shall automatically be brought up on impeachment charges by the president of the S.G.A.

Section 2. Any member (voting or non-voting) may also be impeached for the demonstration of a *grave and/or constant* disrespect and/or disregard for the responsibilities of office.

Section 3. Any seven (7) voting and/or non-voting members of the Student Senate may present, to the *executive cabinet*, a resolution, signed by all seven (7) members, requesting the impeachment of another member.

Section 4. A resolution for impeachment shall be distributed by the *executive cabinet* to every member of the Student Senate at, or within a day after, its next official meeting, and at the following meeting an impeachment hearing will ensue.

Section 5. The voting members of the Student Senate shall hear the case brought for impeachment, and the chief justice shall preside. A two-thirds (2/3) vote of the voting members shall be required to impeach a member.

Section 6. Any member preparing for or on trial for impeachment shall be suspended from office until acquitted during the impeachment hearings.

Section 7. Impeached members *or appointed members who were asked to resign* shall be automatically expelled from office and *will be banned from ever running for, or serving in, an S.G.A. position, unless an exception is made at the discretion of the student court.*

Article IX Amendments

Section 1. Any voting member of the Student Senate may present an amendment to this constitution to the S.G.A. Affairs Committee, which shall consider the item in the same way as prescribed in this constitution for any other bill.

Section 2. Once an amendment is passed by the S.G.A. Affairs Committee and brought to the floor of the Student Senate, the members shall read and debate/discuss the proposal during at least one weekly meeting before a vote may take place.*

Section 3. Ratification of an amendment requires a two-thirds (2/3) vote of the S.G.A. voting membership.

Section 4. Amendments may also be voted on by initiative. S.G.A. members or any other Undergraduate student may propose amendments to this constitution by submitting a petition signed by at least fifteen percent (15%) of the undergraduate student body to the S.G.A. Affairs Committee not later than three weeks prior to a general election. Initiatives that meet the fifteen percent (15%) and 'three-weeks prior' criteria shall automatically be placed on the ballot during the next general election. Initiatives shall take the form of 'yes'-or-'no' questions, and shall be accompanied by a detailed and readily visible description of its purpose as well as arguments for and against.

Section 5. All amendments proposed by initiative shall require a three-fifths (3/5) vote by the undergraduate students voting in the general election during which the amendment is up for ratification.

* Therefore, it is possible for a vote to take place at the first meeting during which the amendment is discussed.