

# The Constitution of the Student Government Association of Ramapo College of New Jersey

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**RAMAPO  
COLLEGE**  
OF NEW JERSEY

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## Preamble

We, the students of Ramapo College of New Jersey, in order to improve student life and serve in the best interest of the student body; to represent, lead, and unify the student body; and to work with the Board of Trustees, Administration, Faculty and Staff of Ramapo College, do hereby establish the Student Government Association of the Ramapo College of New Jersey and adopt this constitution.

## Article I: Name

The name of this organization shall be called the Student Government Association of Ramapo College of New Jersey; hereafter referred to as "SGA."

## Article II: Objectives

The purpose of SGA is to serve as the official voice of the student body while acting as the formal liaison to the Board of Trustees, Administration, Faculty and Staff. SGA shall work to improve student life and serve in the best interest of the student body.

## Article III: Executive Board

### Section 1: Members

Clause 1: The Executive Board of SGA shall be comprised of the Student Government President, Vice President, Treasurer, and Secretary.

Clause 2: All Executive Board members shall maintain office hours on a weekly basis, as defined in the Bylaws.

## **Section 2: President**

Clause 1: The Student Government President shall be the officer to establish the vision of the Executive Board and ensure that the goals of the SGA are aligned with those of the Constitution.

Clause 2: No person shall be Student Government President who shall not: be a full-time matriculated student of Ramapo College; be a student for at least two consecutive semesters at the time of election; maintain a cumulative GPA of 2.75; and be in good academic and social standing within the policies of Ramapo College.

Clause 3: The Student Government President shall be in attendance of all SGA organizational meetings, Cabinet meetings, Executive Board meetings, and Board of Trustees meetings.

Clause 4: The Student Government President shall meet with the President of the College at least, but not limited to, once a month.

Clause 5: In order for Senate endorsed policies, bills, resolutions, and legislation to be valid, they must be signed by the Student Government President.

Clause 6: The Student Government President shall have the power to veto legislation approved by the Senate within a timely manner.

Clause 7: If the Senate overrides a Presidential veto for legislation, the President is obligated to sign said legislation.

Clause 8: The Student Government President shall have the power to enforce the requirement of each SGA member to participate in community service of at least four hours per semester.

Clause 9: In the event of a vacancy in the position of Student Government President, the Student Government Vice President will assume the position and duties of the Student Government President as stated in Article III Section 2.

Clause 10: The Student Government President shall propose Bylaws to the Senate at Fall Semester training. Bylaws need to be approved by two-thirds majority of the Senate.

Clause 11: The Student Government President shall review the constitution prior to fall semester training.

Clause 12: One of the two SGA advisors will be the Director of the Center of Student Involvement. In the event that the Director of the Center of Student Involvement declines the position, the SGA President will nominate another advisor to be approved by two-thirds majority of the entire organization.

Clause 13: The Student Government President shall appoint SGA members to college wide committees.

Clause 14: The Student Government President shall hold a term of office lasting 1 May through 30 April.

## **Section 3: Vice President**

Clause 1: The Student Government Vice President shall assume the responsibilities of the Student Government President during planned and unplanned absences of the Student Government President.

Clause 2: The Student Government Vice President shall be in attendance of all SGA organizational, Executive Board, and Cabinet meetings.

Clause 3: The Student Government Vice President shall chair the Constitutional Review Committee.

Clause 4: The Student Government Vice President shall serve on the Allocations Committee.

Clause 5: No person shall be Student Government Vice President who shall not: be a full-time matriculated student of Ramapo College; be a student for at least two consecutive semesters at the time of election; maintain a cumulative GPA of 2.75; and be in good academic and social standing within the policies of Ramapo College.

Clause 6: In the event of the vacancy in the position of Student Government Vice President, the Student Government President shall appoint a current elected or appointed member to fill the Vice Presidential position. This nominee is to be confirmed by two-thirds vote of the Senate.

Clause 7: The Student Government Vice President shall hold a term of office lasting 1 May through 30 April.

## **Section 4: Treasurer**

Clause 1: The Treasurer shall attend all SGA organizational, Executive Board, and Cabinet meetings.

Clause 2: The Treasurer shall oversee all financial operations of the SGA.

Clause 3: The Treasurer shall submit monthly financial reports, which include budget updates, monthly expenditures and a year to date budget update to the Executive Board, Cabinet and the Senate.

Clause 4: The Treasurer shall run at least one audit of the organization per academic year.

Clause 5: The Treasurer shall hold at least, but not limited to, one monthly meeting with the Financial and Technological Adviser for Clubs and Organizations or equivalent position.

Clause 6: In the event of the vacancy in the position of Student Government Treasurer, the Student Government President shall appoint a current elected or appointed member to fill the treasurer position. This nominee is to be confirmed by two-thirds majority of the Senate.

Clause 7: The Treasurer shall serve on the Allocations Committee.

Clause 8: The Treasurer shall be in charge of keeping record of all Student Government Check Requisition paperwork and submitting it to Student Activities Revenue Management and a file copy to the Secretary of SGA.

Clause 9: The Treasurer shall act as an ex officio member of the Finance committee of the Board of Trustees.

Clause 10: The Treasurer shall maintain at least a 2.75 cumulative GPA and maintain good social and academic standing within the policies of Ramapo College.

Clause 11: In the event that the budget invoices, paperwork, payments, etc. are not finalized by 30 April for that academic year, the outgoing treasurer is expected to assist the newly elected treasurer to ensure all financial documents are reconciled for the outgoing treasurer's term.

Clause 12: The Treasurer shall hold a term of office lasting 1 May through 30 April.

## **Section 5: Secretary**

Clause 1: The Secretary shall attend all SGA organizational meetings, Cabinet meetings and all Executive Board meetings.

Clause 2: The Secretary shall record the minutes of all organizational and Cabinet meetings, and forward copies of the minutes to the Organization and other designated college officials.

Clause 3: The Secretary shall maintain all organizational documents.

Clause 4: The Secretary shall maintain attendance records of members at all organizational meetings.

Clause 5: The Secretary shall maintain all organizational and committee minutes in the Student Government office and on the Student Government OrgSync account that is accessible to the public.

Clause 6: In the event of the vacancy in the position of Student Government Secretary, the Student Government President shall appoint a current elected or appointed member to fill the Secretary position. This nominee is to be confirmed by two-thirds majority of the Senate.

Clause 7: The Secretary shall maintain and file all financial documents in the Student Government Office.

Clause 8: The Secretary shall maintain and file all Liaison Reports in the Student Government Office and on the Student Government OrgSync account and p-drive.

Clause 9: The Secretary shall author, with support from Student Government, an annual report of Student Government noting the Association's achievements, challenges and financial records.

Clause 10: The Secretary shall coordinate the maintenance of SGA mail, SGA legislative policies, Cabinet office hours, Senate office hours, and enforce SGA member duties.

Clause 11: The Secretary shall be responsible for maintaining the efficiency of office supplies, including all printers, computers, etc.

Clause 12: The Secretary shall maintain at least a 2.75 cumulative GPA and maintain good social and academic standing within the policies of Ramapo College.

Clause 13: The Secretary shall hold a term of office lasting 1 May through 30 April.

## **Article IV: Cabinet**

### **Section 1: Members**

Clause 1: The Student Government President shall have the power to appoint his/her Cabinet, with the approval of two-thirds of the Senate under set guidelines.

Clause 2: The Cabinet shall consist of a Secretary of Public Relations, a Secretary of Academic Affairs, a Secretary of Fraternity and Sorority Life, Secretary for Commuter Affairs, Secretary of Delegate Affairs, and a Secretary of Programming.

Clause 3: Each Cabinet member shall submit no less than three secretarial reports each semester.

Clause 4: Vacancies in the Cabinet are to be filled such that the Student Government President shall nominate a student candidate for the vacancy to be confirmed by the Senate with a two-thirds vote.

Clause 5: Each Cabinet member shall maintain at least a 2.50 cumulative GPA and maintain good social and academic standing within the policies of Ramapo College.

Clause 6: The Student Government President shall be held accountable for maintaining the effectiveness of their Cabinet.

## **Section 2: Secretary of Public Relations**

Clause 1: The Secretary of Public Relations shall be in attendance of all SGA organizational meetings and Cabinet meetings.

Clause 2: The Secretary of Public Relations shall serve as the chair of the Public Relations Committee.

Clause 3: The Secretary of Public Relations shall be responsible for communicating to the public about SGA events, meetings, necessary updates, and measuring the effectiveness of those communications.

Clause 4: The Secretary of Public Relations shall strive to upgrade and maintain SGA's community presence and technological assets.

Clause 5: The Secretary of Public Relations shall be the administrator of all Student Government Association web pages as well as all social media accounts.

Clause 6: The Secretary of Public Relations shall serve as the official correspondent to other colleges and universities.

Clause 7: The Secretary of Public Relations shall hold a term of office lasting 1 May through 30 April.

## **Section 3: Secretary of Academic Affairs**

Clause 1: The Secretary of Academic Affairs shall be in attendance of all SGA organizational meetings and Cabinet meetings.

Clause 2: The Secretary of Academic Affairs shall serve as the chair of the Academic Affairs Committee.

Clause 3: The Secretary of Academic Affairs shall be an ex officio member of the Academic Affairs Committee of the Board of Trustees.

Clause 4: The Secretary of Academic Affairs may propose and introduce legislation to be voted on by the Senate which concerns the Division of Academic Affairs of Ramapo College.

Clause 5: The Secretary of Academic Affairs shall remain in regular contact with the Division of Academic Affairs and the Faculty Assembly.

Clause 6: The Secretary of Academic Affairs shall hold at least, but not limited to, one monthly meeting with the Provost/Vice President of Academic Affairs or equivalent position.



Clause 7: The Secretary of Academic Affairs shall serve as the student representative at Provost Council meetings.

Clause 8: The Secretary of Academic Affairs shall be responsible for making sure there is a student representative on Faculty Task Force Committees.

Clause 9: The Secretary of Academic Affairs shall hold a term of office lasting 1 May through 30 April.

## **Section 4: Secretary of Fraternity and Sorority Life**

Clause 1: The Secretary of Fraternity and Sorority Life shall be in attendance of all SGA organizational meetings and all Cabinet meetings.

Clause 2: The Secretary of Fraternity and Sorority Life shall hold at least, but not limited to, one monthly meeting with the Director of Fraternity and Sorority Life, or equivalent position.

Clause 3: The Secretary of Fraternity and Sorority Life shall hold at least, but not limited to, one monthly meeting with UCGC, PFC, IFC, or CPH.

Clause 4: The Secretary of Fraternity and Sorority Life shall act as an advocate for the Fraternities and Sororities of Ramapo College.

Clause 5: The Secretary of Fraternity and Sorority Life may propose and introduce legislation that concerns Fraternity and Sorority Life within Ramapo College to be voted on by the Senate.

Clause 6: The Secretary of Fraternity and Sorority Life shall act as an intermediary for the Fraternities and Sororities.

Clause 7: The Secretary of Fraternity and Sorority Life shall work as a liaison between the community of Fraternities and Sororities and the student population at large to develop a wholly integrated community.

Clause 8: The Secretary of Fraternity and Sorority Life must be a member of a Greek organization.

Clause 9: The Secretary of Fraternity and Sorority Life shall hold a term of office lasting 1 May through 30 April.

## **Section 5: Secretary of Commuter Affairs**

Clause 1: The Secretary of Commuter Affairs shall be in attendance of all SGA organizational meetings and Cabinet meetings.

Clause 2: The Secretary of Commuter Affairs must be a non-resident student.

Clause 3: The Secretary of Commuter Affairs shall serve as the chair of the Commuter Affairs Committee.

Clause 4: The Commuter Affairs Committee shall be a body of registered students working to unite and represent the best interests of commuter students.

Clause 5: The Commuter Affairs Committee will be open to all registered non-resident and resident students.

Clause 6: The Secretary of Commuter Affairs must meet at least once a month with the Center for Student Involvement Commuter Affairs Staff.

Clause 7: The Secretary of Commuter Affairs shall hold a term of office lasting 1 May through 30 April.

## **Section 6: Secretary of Delegate Affairs**

Clause 1: The Secretary of Delegate Affairs shall be in attendance of all SGA organizational meetings and Cabinet meetings.

Clause 2: The Secretary of Delegate Affairs shall oversee the Delegate Program as stated in Article VI, Section 1.

Clause 3: The Secretary of Delegate Affairs shall maintain a portfolio of all active delegates and file said portfolio with the Secretary.

Clause 4: The Secretary of Delegate Affairs shall be responsible for collaborating with Student Success and Admissions for the Freshmen Leadership Conference.

Clause 5: The Secretary of Delegate Affairs shall hold a term of office lasting 1 May through 30 April.

## **Section 6: Secretary of Programming**

Clause 1: The Secretary of Programming shall be in attendance of all SGA organizational meetings and Cabinet meetings.

Clause 2: The Secretary of Programming shall serve as the chair of the Programming Committee.

Clause 3: The Secretary of Programming shall hold at least one monthly meeting Associate Director of the Center for Student Involvement.

Clause 4: The Secretary of Programming shall act as an intermediary between Student Government and the Center of Student Involvement.

Clause 5: The Secretary of Programming shall be responsible for coordinating the following but not limited to events:

1. Founder's Day,
2. The End of the Year Event,
3. Election Events,
4. Inauguration,
5. Oktoberfest (The scope of responsibilities of Oktoberfest will be determined annually via collaboration between the SGA President and the Programming Committee.)

Clause 6: The Secretary of Programming shall be responsible for coordinating co-sponsored events or activities with other clubs and organizations.

Clause 7: The Secretary of Programming shall hold a term of office lasting 1 May through 30 April.

## **Article V: Legislative Branch**

### **Section 1: Definition**

Clause 1: All Legislative powers herein granted shall be vested in the Legislature of the Student Government Association of Ramapo College of New Jersey, which shall consist of a Senate.

### **Section 2: Members**

Clause 1: A Senator is a student who represents the student body by exercising their vote on associated issues and hearing their concerns, as well as creating resolutions to pass on to the administration of Ramapo College.

Clause 2: The Senate of the SGA shall be composed of twenty Senators elected by the student population.

Clause 3: The Senate shall be comprised of the following:

1. School Senators (5)
2. Senators-at-Large (10 full term, 5 abbreviated term)

Clause 4: The Senate shall have the power to vote on SGA policies, bills, resolutions, and legislation.

Clause 5: Quorum is required in order to vote. Quorum shall be defined as one more than one half of all current senators.

Clause 6: A simple majority is required to pass any legislation. A simple majority shall be defined as one more than one half of non-abstaining votes.

Clause 7: In the event that introduced legislation is not passed by simple majority of the Senate, the bill can be reintroduced if 150 signatures from current Ramapo students sign in support of the legislation.

Clause 8: A two-thirds vote is required to override a Presidential veto.

Clause 9: The Senate shall elect a Senate President by a simple majority vote.

Clause 10: The Senate President can nominate an advisor for the Legislative Branch to be approved by a two-thirds majority of the Senate.

Clause 11: The Senate President shall be held accountable for maintaining the effectiveness of all members in Senate.

### **Section 3: Senators-at-Large, Full Term**

Clause 1: The number of Senators-at-Large elected for a full term will be ten.

Clause 2: No person shall be a Senator-at-Large who shall not: be a student of Ramapo College for at least one semester at the time of election, maintain a cumulative GPA of 2.50, and be in good academic and social standing within the policies of Ramapo College.

Clause 3: Senators-at-Large shall be in attendance of all SGA organizational meetings and all Senate meetings.

Clause 4: Each Senator-at-Large shall have one vote in the Senate.

Clause 5: Each Senator-at-Large shall hold one Senate liaison, to be approved by the Senate President.

Clause 6: In the case that multiple Senator-at-Large members want the same liaison, each interested Senator will make a statement as to why he or she should have said liaison and simple majority of Senate will determine the Senator for that liaison.

Clause 7: Each Senator-at-Large shall submit no less than three liaison reports each semester.

Clause 8: Senators-at-Large shall maintain office hours on a weekly basis, as defined in the Bylaws.

Clause 9: Senators-at-Large of a full term shall hold a term of office lasting from 1 May through 30 April.

#### **Section 4: Senators-at-Large, Abbreviated Term**

Clause 1: The number of Senators-at-Large elected for an abbreviated term will be five.

Clause 2: The Senators-at-Large with an abbreviated term shall abide by Clauses 3-8 stated in Article V, Section 3.

Clause 3: At least one of the Senator-at-Large positions of an abbreviated term shall be filled by a First Semester First Year Student, except in the case that no First Semester First Year Student run for the position.

Clause 4: The Senators-at-Large with an abbreviated term shall be elected into office by the following process:

1. The Secretary of Public Relations shall advertise the five open positions at the beginning of the fall semester.
2. Candidates shall have the opportunity to campaign and run for Senator-at-Large positions by abiding by the guidelines stated in the Bylaws.
3. The candidates will be elected by the student body through an official, organized election run by the Senate President.
4. The election results must be announced no later than 1 October.

Clause 5: The Senators-at-Large of an abbreviated term shall hold a term of office lasting from 1 October through 30 April.

#### **Section 5: School Senators**

Clause 1: There shall be one School Senator elected to represent each academic school at Ramapo College.

Clause 2: School Senators shall be in attendance of all SGA organizational meetings and all Senate meetings.

Clause 3: No person shall be a School Senator who shall not: be a student of Ramapo College for at least one semester who has declared a major in the school that they wish to represent at the time of election and throughout their term in office as to be confirmed by the registrar as well as

meet and maintain any other requirements of their respective school, maintain a cumulative GPA of 2.50, and be in good academic and social standing within the policies of Ramapo College.

Clause 4: Each School Senator shall have one vote in the Senate.

Clause 5: Each School Senator shall hold a Senate liaison with the dean of the academic school which they represent.

Clause 6: Each School Senator shall be a member of the Academic Affairs Committee.

Clause 7: Each School Senator shall submit no less than three liaison reports each semester.

Clause 8: School Senators shall maintain office hours on a weekly basis, as defined in the Bylaws.

Clause 9: School Senators shall hold a term of office lasting from 1 May through 30 April.

## **Section 6: Senate President**

Clause 1: The Senate President shall be an elected Senator-at-Large.

Clause 2: The Senate President shall be elected by a majority vote by the incoming Senate prior to inauguration. The incoming Student Government Vice President shall hold a tie-breaking vote, if necessary.

Clause 3: The Senate President shall maintain a secure working knowledge of Robert's Rules of Order.

Clause 4: The Senate President shall chair all SGA organizational meetings through the use of Robert's Rules of Order.

Clause 5: The Senate President shall serve as liaison to the Cabinet.

Clause 6: The Senate President shall appoint a Senate Vice President to be approved by a simple majority of the Senate.

Clause 7: The Senate President shall appoint a Senate Secretary.

Clause 8: The Senate President shall hold responsibility of running elections for the Senator-at-Large of abbreviated terms positions.

Clause 9: The Senate President shall hold at least, but not limited to, one monthly meeting with the Dean of Students or equivalent position.

Clause 10: The Senate President shall remain in regular contact with the Division of Student Affairs.

Clause 11: The Senate President shall act as an ex officio member of the Student Affairs Committee of the Board of Trustees.

## **Section 7: Senate Vice President**

Clause 1: The Senate Vice President shall be an elected Senator in the same term as the appointing Senate President and approved by simple majority of the Senate.

Clause 2: The Senate Vice President shall assume the responsibilities of the Senate President in the absence of the Senate President.

Clause 3: The Senate Vice President shall be permitted to hold a liaison at the discretion of the Senate President.

Clause 4: The Senate Vice President shall have the responsibility of the SGA email address.

Clause 5: The Senate Vice President shall help Senators in revising their liaison reports prior to their presentation.

Clause 4: In the event of a vacancy in the position of Senate President, the Senate Vice President will assume the position and duties of the Senate President as stated in Article V Section 6.

## **Section 8: Senate Secretary**

Clause 1: The Senate Secretary shall be in good social and academic standing within the policies of Ramapo College.

Clause 2: The Senate Secretary shall record and maintain the minutes at all Senate meetings.

Clause 3: The Senate Secretary shall maintain office hours on a weekly basis, as defined in the Bylaws.

Clause 4: The Senate Secretary shall be appointed by the Senate President and be approved by simple majority of the Senate.

Clause 5: The Senate Secretary shall not be an elected member of the Student Government Association.

Clause 6: The Senate Secretary shall hold a term of office lasting from 1 May through 30 April.

## **Section 9: Interim Elections**

Clause 1: In the event of a vacancy of the Senate an interim election shall be held in the following manner:

1. The Senate must pass legislation by a two-thirds majority to initiate an election;
2. The Secretary of Public Relations will advertise the vacancy to the student population;
3. Candidates must complete a petition to become eligible;
4. Eligible candidates will be elected by the Senate.

Clause 2: Elected Senators will assume the position and duties of the Senate as stated in Article V.

Clause 3: An interim election must take place in the event that there are less than twenty (20) total senators, after abbreviated term elections have taken place.

Clause 4: Any appeals shall be directed to the SGA Advisor(s).

## Article VI: Associate Members

### Section 1: Student Trustee

Clause 1: The Student Trustee shall act as a liaison between SGA and the Board of Trustees.

Clause 2: The Student Trustee and Alternate Student Trustee shall be in attendance of all SGA organizational meetings.

Clause 3: The Student Trustee and Alternate Student Trustee shall be invitational members to Cabinet meetings.

Clause 4: The Student Trustee shall meet with the Student Government President at least, but not limited to, once a month.

Clause 5: The Student Trustee shall serve as the chair of the Higher Education Committee (CASH).

Clause 6: The Student Trustee and Alternate Student Trustee shall hold a minimum of two office hours per week.

Clause 7: Selection of an Alternate Student Trustee shall occur in a manner to be decided by the current Student Trustee, including:

1. By a vote of the Senate with a majority vote at a specially designated organizational meeting in the Spring Semester. The Student Government Vice President shall hold a tie-breaking vote, if necessary, or
2. Through SGA general elections, or
3. Through special elections to be organized by the Student Trustee.

Clause 8: In the event of a vacancy in the position of Student Trustee, the Alternate Student Trustee will assume the position and duties of the Student Trustee. The selection process for a new Alternate Student Trustee shall begin immediately.

Clause 9: In the event of a vacancy in the position of Alternate Student Trustee, the selection process for a new Alternate Student Trustee shall begin immediately.

Clause 10: The Student Trustee shall hold a term of office lasting 1 July through 30 June.

Clause 11: The Alternate Student Trustee shall hold a term of office lasting 1 July through 30 June. The Alternate Student Trustee shall become the Student Trustee following their term as Alternate Student Trustee.

### Section 2: Student Governor

Clause 1: The Student Governor shall act as a liaison between SGA and the Ramapo College Foundation.

Clause 2: The Student Governor shall sit on the Ramapo College Board of Governors and Alumni Board.



Clause 3: The Student Governor and Alternate Student Governor shall be in attendance of all SGA organizational meetings.

Clause 4: The Student Governor and Alternate Student Governor shall be invitational members to Cabinet meetings.

Clause 5: The Student Governor shall meet with the Student Government President at least, but not limited to, once a month.

Clause 6: The Student Governor and Alternate Student Governor shall hold a minimum of two office hours per week.

Clause 7: Selection of an Alternate Student Governor shall occur in a manner to be decided by the current Student Governor, including:

1. By a vote of the Senate with a majority vote at a specially designated organizational meeting in the spring semester. The Student Government Vice President shall hold a tie-breaking vote, if necessary, or
2. Through SGA general elections, or
3. Through special elections to be organized by the Student Governor.

Clause 8: In the event of a vacancy in the position of Student Governor, the Alternate Student Governor will assume the position and duties of the Student Governor. The selection process for a new Alternate Student Governor shall begin immediately.

Clause 9: In the event of a vacancy in the position of Alternate Student Governor, the selection process for a new Alternate Student Governor shall begin immediately.

Clause 10: The Student Governor shall hold a term of office lasting 1 July through 30 June.

Clause 11: The Alternate Student Governor shall hold a term of office lasting 1 July through 30 June. The Alternate Student Governor shall become the Student Governor following their term as Alternate Student Governor.

## Article VI: Impeachment

### Section 1: Grounds

Clause 1: The Senate may impeach any and all elected members of the Student Government Association.

Clause 2: Grounds for impeachment include violations of, disregard of, or with non-compliances of any part of the Bylaws or Constitution of the Student Government Association.

Clause 3: Grounds for impeachment include failure to maintain policies of standards for the position he or she holds.

Clause 4: Grounds for impeachment include failure to maintain conduct that is in the best interest of the Student Government Association or of the student population.



## **Section 2: Proceedings**

Clause 1: Impeachment charges may be proposed by any member of the student body and must be introduced to the Senate by any currently serving Senator

Clause 2: Initiation of impeachment processes must be approved by the Senate by a two-thirds vote.

Clause 3: Upon Senate approval of impeachment processes, the impeached member shall be given no less than one week to prepare a defense.

Clause 4: Impeachment hearings shall occur in closed session meetings chaired by the Senate President and attended by the Senate, the Executive Secretary, Student Government Association Advisor(s), and the member being impeached.

Clause 5: An impeached member may be removed from office following a four-fifths vote by the Senate.

Clause 6: Senate quorum at an impeachment hearing will be two-thirds of the Senate.

## **Section 3: Appeals Process**

Clause 1: A member impeached or removed from office has the right to one formal appeal, to be heard and decided upon by the SGA Advisor(s).

Clause 2: The appeal meeting will be scheduled by the Advisor(s) and will not be a regularly scheduled SGA meeting.

Clause 3: The Advisor(s) may submit a written recommendation to the Senate for reinstatement of the impeached member, which would require a two-thirds vote.

## **Section 4: Sanctions**

Clause 1: If impeached and removed from office the student shall immediately be stricken of all rights and privileges granted by their office.

Clause 2: If impeached and removed from office the student may not run for or be appointed to any SGA office for a period of one year.

## **Section 5: Non-Elected Members**

Clause 1: Any non-elected SGA member may be removed from office by request of the Student Government President, withstanding the Senate Secretary, which is to be at the discretion of the Senate.

Clause 2: In the event of the removal from office, the Student Government President shall appoint a replacement upon majority vote approval by the Senate.

## Article VII: Amendments

### Section 1: Constitution

Clause 1: Amendments to the Constitution may be proposed by any member of the organization and must be introduced to the Senate by any currently serving Senator.

Clause 2: Proposed amendments to the Constitution must be passed by three-fourths of the Senate.

Clause 3: Major Constitutional revisions may be proposed by any member of the organization and must be introduced to the Senate by any currently serving Senator.

Clause 4: Senate quorum required to pass a Constitutional amendment or revision will be two-thirds of the Senate.

### Section 2: Bylaws

Clause 1: Amendments to the Bylaws may be proposed by any member of the student population and must be introduced to the Senate by any currently serving Senator.

Clause 2: Amendments to the Bylaws may not be introduced if they shall decrease the representation of the student population.

Clause 3: Proposed amendments and revisions to the Bylaws must be passed by two-thirds of the Senate.

Clause 4: Revisions to Bylaws Article I: Election Procedures must be proposed by the Election Committee Chair each year four weeks prior to elections.

Clause 5: Revisions to Bylaws Article II: Meetings must be proposed by the Student Government President each year within the two weeks following Inauguration.

## Article VIII: Ratification

### Section 1: Approval

Clause 1: This Constitution of the Student Government Association of Ramapo College of New Jersey hereby is ratified with a three-fourths vote of the Senate.

Clause 2: The effective date of this Constitution shall be 28 September 2016.