

**Wright State University
Student Government Association Constitution**

Rev. 04/2022

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PREAMBLE

The Student Government Association (the “SGA”) was formed to advocate for and represent the interests of students at Wright State University (the “University”). It is committed to promoting student participation in the University’s overall policy and decision-making processes, enhancing the quality and scope of the University’s curriculum, and promoting the general welfare of the student body. Its members serve the interests of our fellow students and contribute to the University’s betterment.

The SGA’s mission is to:

- Actively seek and resolve student concerns;
- Serve as liaisons between the student body and the university administration;
- Provide relevant and useful information to the student body at large;
- Recruit and develop student leaders within a professional culture;
- Create and engage in endeavors that impact the greater community;
- Protect and perpetuate the quality of our degrees; and
- Cultivate individualized college experiences for our students.

In summary, the SGA’s mission is to **engage** the student body, **advocate** for their concerns, **empower** its student leadership, and **connect** the community.

ARTICLE I – STUDENT GOVERNMENT ASSOCIATION

- 1.1 **Authority.** The Wright State University Board of Trustees' Bylaws Article V, Section 4 provides for the existence of a student representative body to officially communicate the collective viewpoint of the student body with respect to any aspect of university policy or operations.
- 1.2 **Name.** This organization shall be known as the Wright State University Student Government Association (the "SGA").
- 1.3 **Purpose.** The SGA shall represent the Student Body, which consists of all full-time and part-time students who are registered at Wright State University (the "University"). SGA shall exercise its authority through this Constitution as hereafter provided.
- 1.4 **Governance.** The SGA shall be governed by this document, which shall be its constitution (the "Constitution") and its bylaws (the "Bylaws").

ARTICLE II– ORGANIZATIONAL STRUCTURE

- 2.1 **Structure.** The SGA's governing structure ("the SGA Governing Body") shall consist of four (4) branches: (1) the Executive Board; (2) the Cabinet; (3) the Senate; and (4) the Judiciary. There shall also be an advisor designated by the Dean of Student Affairs (the "Advisor").
- 2.2 **The Executive Board.** The Executive Board " shall consist of six (6) positions:
 - President;
 - Vice-President;
 - Chief of Staff;
 - Director of Internal Affairs;
 - Director of External Affairs; and
 - Policy Administrator.
- 2.2.1 The Executive Board's responsibilities include the following:
 - Meet a minimum of two (2) times per month, except during the summer term and winter break, or whenever the President or designee deems it necessary.
 - Serve as the steering committee for SGA by directing issues to the appropriate bodies and coordinating the efforts of SGA; and
 - Provide advice towards the nomination of associates for all Cabinet members and the Judiciary.
- 2.3 **The Cabinet.** The Cabinet shall consist of five (5) positions:
 - Director of Academic Affairs;
 - Director of Inclusive Excellence and Accessibility;
 - Director of Student Affairs;
 - Director of Student Organizations; and
 - Director of the SGA Internship Program.
- 2.3.1 The Cabinet may create committees to assist the Cabinet Directors in the discharge of their duties. Members of such committees shall be volunteer members that serve at the

direction of the Director to whom the committee reports. Cabinet committee members shall be *ex officio* members of the Cabinet.

2.4 **The Senate**. The Senate shall consist of nine (9) Senators elected by their constituents in the following colleges, departments, or student groups:

- College of Health, Education, and Human Services;
- College of Engineering and Computer Science;
- College of Liberal Arts;
- College of Science and Mathematics;
- Raj Soin College of Business;
- Commuter Students;
- Residential Students;
- Lake Campus.

2.4.1 The Senate's responsibilities include the following:

- Vote on any issues formally proposed to it;
- Serve as the official forum for representation of the student body;
- Serve as *ex officio* members on their respective student advisory group;
- Meet a minimum of two (2) times per month, except during the summer term and winter break, or whenever the President or designee deems it necessary;
- Ratify all impeachment proceedings;
- Ratify all nominees; and
- Fulfill legislative responsibilities and present legislation.

2.5 **The Judiciary**. The Judiciary shall consist of the Policy Administrator and as many Associate Administrators as required by the same.

2.5.1 The Policy Administrator will nominate for appointment the Associate Administrators with advice and consent of the Executive Board, all of whom must be approved by the Senate.

2.5.2 The Judiciary's responsibilities shall include the following:

- Serve as the final interpreter of all SGA constitutional questions and issues;
- Constitute a Student Elections Commission (SEC) as outlined in the SGA's Bylaws;
- Be the official parliamentarian of the SGA;
- Provide, upon request, mediation services for the purpose of resolving inter-organizational and intra-organizational disputes; and
- Serve as ambassadors to the Ohio Statehouse and other government bodies.

2.6 **The Advisor**. The Advisor for SGA shall be the Dean of Students or their designee.

2.6.1 The responsibilities of the Advisor shall include the following:

- Shall oversee all matters regarding the SGA; and
- Shall give a report to the SGA at meetings.

2.6.2 The Advisor shall serve as an *ex officio* member of the Executive Board.

ARTICLE III – MEMBERSHIP

3.1 **Members**. All officers and officials of the SGA’s Governing Body shall be considered SGA members. All SGA members shall adhere to the SGA’s Constitution and Bylaws and meet the following requirements:

- The member has attended courses at the University’s Dayton Campus for at least one (1) academic semester prior to their election, selection, or appointment;
- The member is enrolled in at least six (6) undergraduate credit hours or three (3) graduate credit hours during each term in office;
- The member is in good academic and judicial standing the term prior to their election or appointment and in every subsequent term in office;
- Members may not hold more than one (1) paid position within the SGA; and
- Recognize that the general membership may be suspended by two-thirds (2/3) vote of those Senators present and eligible to vote.

3.2 **Volunteer Members**. All persons appointed to volunteer, intern, and associate positions shall be considered SGA Volunteers. All such positions shall be open to all students who meet the requirements approved by the Executive Board and posted in the released application for such positions, as well as the following requirements:

3.3 **President**. The President of SGA shall:

- Have enough credits to be granted Sophomore status by the University at the time of application and have attended the University’s Dayton Campus for at least two, consecutive academic semesters prior to their election, selection, or appointment;
- Be enrolled in at least twelve (12) undergraduate credit hours or six (6) graduate credit hours during each term in office; and
- Be in good academic and judicial standing the term prior to their election and every term in office.

3.4 **Vice President**. The Vice President of SGA shall:

- Have attended the University’s Dayton Campus for at least two, consecutive academic semesters prior to their election, selection, or appointment. (See election and appointment guidelines);
- Be enrolled in at least twelve (12) undergraduate credit hours or six (6) graduate credit hours during each term in office; and
- Be in good academic and judicial standing the term prior to their election and every term in office

3.5 **Good Standing**. For the purpose of this section, the following definitions apply.

3.5.1 “Good Judicial Standing” means that the member is neither facing any disciplinary proceedings of any kind at the University nor any felony proceedings before a court of law. The Office of Community Standards and Student Conduct shall verify a member’s good standing.

3.5.2 “Good Academic Standing” means a cumulative and current GPA of 2.5 for all Executive Board members, Cabinet Directors, and Senators, and a cumulative and current GPA of 2.25 for all other

members. All graduate student members, regardless of their position in SGA, must maintain both cumulative and current GPA of 3.0 or above.

3.6 **Compensation**. Executive Board Members, Cabinet Directors, and Senators may receive compensation in accordance with established university policies and procedures. The President and Vice President, with the advice and consent of the SGA Advisor or other appropriate university officials, may adjust compensation of members. Payment of compensation is subject to sufficient legislative appropriations, the receipt of sufficient funds, and satisfactory academic and job performance on the part of the member.

3.6.1 All SGA members who receive compensation shall execute a student employment contract with the University's Career Services and must abide by that contract and all policies related to University employees.

ARTICLE IV – ELECTIONS AND APPOINTMENTS

4.1 **Elections**. All Senators, the President, and the Vice President must be elected. All elections shall follow the processes and procedures outlined in the SGA's Bylaws.

4.1.1 Candidates for Senator shall run individually and be elected by a plurality vote of their respective constituencies in accordance with the processes and procedures outlined in the SGA Bylaws.

4.1.2 If no candidates are elected for an elected position, the position shall be considered vacant.

4.1.3 In the event of a tie during any election, a run-off will determine the winning candidate. A run-off will include the top two (2) candidates from the original ballot, including write-in candidates. If a run-off ends up in another tie, then a subsequent run-off shall be held of the top two (2) candidates from the prior run-off. This shall repeat until a person is elected to the position.

4.2 **Appointments**. All other positions in the SGA's Governing Body shall be appointed. All such appointments shall be made as follows.

4.2.1 All candidates for appointment shall be interviewed by an Appointment Committee. All such interviews shall be held by at least four (4) people authorized to do so as below. At the conclusion of all interviews, the Appointment Committee shall vote upon a single nominee for the position. If an SGA member is a candidate, they may not serve as an interviewee.

4.2.2 The Appointment Committee will be composed of the incoming President and Vice President-elect and at least two (2) members of the outgoing Executive Board. The Advisor will be an ex officio, optional, and non-voting member of the Appointment Committee.

4.2.3 The nominee shall be presented to the Senate, who shall then vote to approve by majority vote the appointment of the same to the position for which they have been nominated. If the nominee is a Senator, they may not participate in the vote to approve their own appointment.

4.3 **Terms**. Each elected and appointed office shall begin on the first day of Summer Term following their election or confirmation, except in situations of vacancy, and terminate the day before the first day of Summer Term of the next academic year.

4.4 **Volunteer Appointments**. All volunteer, intern, and associate positions shall be created on an as-needed, temporary basis. Each such position and its term must be approved by the Executive

Board. Each such position shall last for no longer than one academic year, unless otherwise approved by the Executive Board. The Executive Board shall then report, write, and publish the job description for each such position. Each such position shall be filled by the SGA member to whom each such position shall report. That SGA member fills the position by appointing a qualified candidate.

- 4.5 **Other Appointments**. The President and Vice President shall make all other appointments for any committee or position not specifically referred to within this Constitution. Any appointment of committee members not already provided for in this Constitution shall serve at the discretion of the President.

ARTICLE V: VACANCIES AND REMOVAL

- 5.0 **Definitions**. For the purpose of this Article, the following definitions apply.
- 5.0.1 The term “unexcused absence” means an absence from a required meeting without: (1) prior written notice of at least 24 hours in advance of such a meeting; and (2) just cause.
- 5.0.2 The term “just cause” means circumstances that would justify absence from a required meeting under the circumstances. Such circumstances are generally defined as any matter outside of the person seeking excusal’s control, including, but not limited to, academic exams, family emergencies, medical appointments, snow alerts, and illness.
- 5.1 **Vacant Member Positions**. All member positions which are vacant at the start of the new academic year or vacated before or during an active term shall be filled as follows.
- 5.1.1 If the position is an elected one, the President shall notify the campus of the open position(s) and make an appropriate application available for each open position. Applications shall be available for no less than one (1) week.
- 5.1.2 Any person who applies for the open position is a candidate for the same. All candidates for appointment shall be interviewed by an Appointment Committee. All such interviews shall be held by at least four (4) people authorized to do so as below. At the conclusion of all interviews, the Appointment Committee shall vote upon a single nominee for the position. If an SGA member is a candidate, they may not serve as an interviewee.
- 5.1.3 The Appointment Committee will be composed of the President and Vice-President as well as at least two (2) members of the Executive Board. The Advisor will be an ex officio, optional, and non-voting member of the Appointment Committee.
- 5.1.4 In the case that there are not sufficient Executive Board members to fully compose the Appointment Committee, the empty positions may be filled by members of the Senate.
- 5.1.5 The Appointment Committee shall present its nominee to the Senate, who then must confirm the nomination with a majority vote of those present and eligible at a meeting. If the nominee is a Senator, they may not participate in the vote to confirm. If confirmed, the nominee is considered duly-elected to the position and may serve the remainder of its term.
- 5.2 **Vacant Volunteer Member Positions**. All volunteer member positions which are vacant shall be filled by appointment by the member to whom all such volunteers report to. All such appointees shall serve out the remainder of the volunteer member position’s term.

5.3 **Removal for Absences**. Any member may be removed for unexcused absences through the following process.

5.3.1 The President may declare vacant the position of any Senator who has three (3) or more unexcused absences from SGA meetings during any given academic term. The vacated position can only be reacquired by the incumbent Senator receiving a two-thirds (2/3) affirmative vote of the entire Senate present and eligible to vote. Only the individual who served in the position declared vacant shall be permitted to be reinstated.

5.3.2 The President shall declare vacant the position of any Executive Board Member or Cabinet Director, except for the President or the Vice-President, who has three (3) or more unexcused absences from SGA meetings during any given academic term. The vacated position can only be reacquired by the incumbent Executive Board or Cabinet member with approval of the President. Only the individual who served in the position declared vacant shall be permitted to be reinstated by receiving a two-thirds (2/3) affirmative vote of the entire Senate present and eligible to vote.

5.4 **Termination by Process**. Any member of SGA may be removed from office for cause through the following process, except the President or Vice President.

5.4.1 If by the President and Vice President:

- Notice of the cause for termination must be given in writing or orally.
- After notice, if the cause is not remedied or persists for at least seven (7) calendar days, a meeting shall be held between the President, Vice-President, Advisor, and the member to discuss the matter.
- If the cause persists for at least seven (7) calendar days after the meeting, the reasons for removal shall be presented by the President to the Senate at a meeting, after which a vote shall be called.
- The member's position shall be considered vacant, if the Senate votes affirmatively for their removal by a three-fourths ($\frac{3}{4}$) vote of those present at the meeting.

5.4.2 If by a Senator:

- The Senator seeking the member's removal from their position shall submit in writing a resolution describing the reasons for removal at a meeting.
- The member's position shall be considered vacant, if the Senate votes affirmatively for their removal by a three-fourths ($\frac{3}{4}$) vote of those present at the meeting.

5.4.3 If by a student:

- The student must submit a petition stating the reasons for the member's removal that has been signed by at least one hundred (100) students to the Senate. If the member to be removed is a Senator, then the petition must be signed by students of their constituency.
- Such petitions shall be reviewed by the Advisor for sufficiency as to the requirement above.
- If the petition is certified by the Advisor as accurate, it shall be presented to the Senate for a vote. If the member to be removed is a Senator, they may not participate in such votes.
- The member's position shall be considered vacant, if the Senate votes affirmatively for their removal by a three-fourths vote of those present at the meeting.

- 5.4.4 If the position is that of the President or the Vice-President, the Senate may remove them by obtaining a three-fourths (3/4) affirmative vote of the entire Senate membership at the conclusion of either one of the following events:
- A petition, stating the reasons for removal from office, signed by at least two hundred (200) students or ten percent (10%) of the students who voted in the most recent election for President and Vice President, whichever is greater, is submitted to the Senate; or
 - A Senator, who has submitted in writing, a resolution calling for the removal of the President or Vice President that includes a description of the rationale for the removal from office.
- 5.4.5 All volunteer members may be removed from their position by the member to whom they report or by the President or the Vice-President. Upon removal, their position will be considered vacant. The reasons for such removal shall be given in writing to such volunteer members.
- 5.5 **Termination by Disqualification**. If an SGA member or a volunteer member no longer qualifies for their position pursuant to Article III, their position shall be considered immediately vacant. Cause for termination by disqualification must be confirmed by the Advisor before the vacant position may be filled. An SGA member may become disqualified after taking office where disciplinary or judicial proceedings are initiated against them.
- 5.6 **Resignation**. Any SGA member may submit their resignation at any time to the President, Vice President, Policy Administrator, and SGA Advisor in the form of a written letter or email. Upon receipt of such letter or e-mail, their position shall be considered vacant immediately.
- 5.7 **Review**. Any SGA or volunteer member who has been involuntarily removed may submit a written request for a review by the Judiciary. The Judiciary shall then examine all proceedings, including all documents presented at the same, to determine whether the SGA's procedures for removal have been properly followed
- 5.7.1 If the Judicial Branch determines that removal procedures were not followed, the SGA member shall be restored to their office. New removal proceedings may only be initiated against the same individual based on facts and circumstances separate and distinct from those involved with prior removal proceedings.

ARTICLE VI – POWERS

- 6.1 **Legislation**. The Senate shall be the sole body responsible for the passing of legislation related to the SGA. All legislation shall be related to the commencement, execution, or termination of initiatives for the general health, safety, and welfare of the University's students.
- 6.1.1 Legislation may be introduced to the Senate: (1) in writing by any SGA member or volunteer member of the SGA Governing Body; or by written petition endorsed by one hundred (100) currently registered students of the University.
- 6.1.2 Legislation must be presented to and approved by a majority vote of the Senators who are present and eligible to vote. After approval by vote, the legislation shall be delivered as a resolution to the President for ratification by execution. If the resolution is so ratified, the legislation shall be considered enacted. If the President takes no action on the legislation after seven (7) days of its delivery, the legislation shall be considered enacted.

- 6.1.3 If the President so chooses, they may veto the approved legislation. The President shall promptly notify the Senate of their veto. The Senate may enact the legislation over the President's veto by a two-thirds affirmative vote of the entire Senate. If the Senate enacts the legislation over veto, it shall be considered properly enacted as of the date such legislation was approved by vote.
 - 6.1.4 Legislation pending a vote at the conclusion of the spring term shall be considered failed legislation.
- 6.2 **Referendum**. Any SGA member shall have the right to initiate a referendum of the student body according to the following process.
- 6.2.1 The SGA member shall present a resolution stating the proposed action to the Senate to put the issue on the ballot. Such members must then schedule a public meeting that the Policy Administrator and Director of Internal Affairs must attend at which the language and supporting text of the resolution shall be discussed.
 - 6.2.2 All students may attend the public meeting, notice for which must be published in writing publicly through the University's Dayton Campus at least seven (7) days before such meeting. At the meeting, the Director of Internal Affairs and Policy Administrator must be present and act as the meeting's moderators. The Director of Internal Affairs shall take minutes for the public record; the Policy Administrator will ensure decorum and that the proceedings move in an orderly fashion.
 - 6.2.3 After the public meeting, the SGA member shall re-write the resolution for action, if necessary, and then submit it to the Senate at its next meeting for an approval vote. If two-thirds of the Senate approve, the resolution will be proposed to the student body for election.
 - 6.2.4 If the resolution is passed, SGA shall sufficiently educate the student body on the proposed referendum question before submitting it for election. The election shall be held in accordance with the SGA's Bylaws.
- 6.3 **Execution of Legislation or Referendum**. The Executive Board and the Cabinet shall be responsible for carrying out the initiatives enacted by the Senate or by referendum in accordance with the SGA's Bylaws.

ARTICLE VII – FINANCES

- 7.1. **SGA General Account**. All monies belonging to this organization shall be deposited and disbursed through a university account established for this organization known as the SGA General Account.
 - 7.2. **Appropriation Process**. The President, in conjunction with the Director of Internal Affairs, shall create and propose a budget for the fiscal year.
- 7.2.1 The proposed budget shall be presented to the Senate for review and approval by a majority vote at a meeting by all Senators in attendance and able to vote. The Senate may adjust and modify the budget at its discretion during the review process.

- 7.2.2 Once the budget has been reviewed and approved, the Senate shall submit it to the Student Organization Budget Committee (“SOBC”) with the Office of Student Involvement and Leadership (“OSIL”) as a request for funds.
 - 7.2.3 Upon approval of such a request, all monies obtained from OSIL shall be deposited in the SGA General Account.
- 7.3 **Management.** The monies received as a result of submission of a budget shall be allocated into separate funds or accounts on a ledger maintained by the Advisor and the Director of Internal Affairs. When an expenditure is requested by the Executive Board or the Cabinet, it must be approved and signed by the Advisor and the Director of Internal Affairs before funds may be allocated towards the particular expenditure. The Advisor and the Director of Internal Affairs shall properly deduct such expenditure from the most appropriate fund or account kept on the ledger.

ARTICLE VIII – MEETINGS

- 8.1 **Executive Board Meetings.** The Executive Board shall meet at least twice per month during the regular academic year. The Executive Board shall also meet whenever the President deems it necessary. The Chief of Staff shall be responsible for ensuring that written notice of the date, time, and place of scheduled meetings is furnished to all Executive Board members.
- 8.2 **Cabinet Meetings.** The Cabinet shall meet at least once per month during the regular academic year. The Director of Student Affairs shall be responsible for ensuring that written notice of the date, time, and place of scheduled meetings is furnished to all Cabinet Directors.
- 8.3 **Special Meetings** may be called by a quorum of Senators. Written notice of such special meetings requires only forty-eight (48) hours’ notice. Such meetings shall only be called for exceptional circumstances, such as addressing the misconduct of an SGA member.
- 8.4 **Meeting Notice.** Written notice of all public meetings shall be posted conspicuously or made available through the University’s website at least fourteen (14) days before the date of such meeting.
- 8.5 **Protocol.** Robert's Rules of Order Revised shall guide the proceedings of all SGA meetings when not in conflict with any of the provisions of the SGA’s Constitution or Bylaws.
- 8.6 **Quorum.** All Senate meetings must have a quorum before they may open. Quorum shall be considered a majority of Senators eligible to vote present at the meeting.

ARTICLE IX – RATIFICATION AND AMENDMENTS

- 9.1 **Constitutional Ratification.** Ratification of the SGA Constitution is accomplished by a three-fourths (3/4) affirmative vote of the Senate. This newly ratified Constitution takes effect immediately following the affirmative vote, unless specified to a later date.
- 9.2 **Constitutional Amendments.** Approval of all amendments to the Constitution must originate in the Senate and pass the Senate by a two-thirds (2/3) vote of the entire Senate for ratification. If the SGA President vetoes the amendment(s), then the Senate can override the measure with a three-fourths (3/4) vote of the entire Senate.

- 9.3 **Bylaw Amendments.** Approval of all amendments to the Bylaws must be passed by the Senate with a majority vote of those present and voting. If the President vetoes the amendment(s), then the Senate can override the measure with a two-thirds (2/3) vote of the entire Senate.
- 9.4 **Advisor Veto.** All amendments to the SGA's Constitution and Bylaws passed by the Senate are subject to the counsel and approval of the Advisor or their designee. The Advisor or their designee shall not unreasonably withhold approval; however, after consulting with the Office of General Counsel, they may deny or veto the amendment if it would subject the University to an unreasonable amount of risk. In the event of a veto by the Advisor or their designee, the amendment fails, but may be re-introduced with different language.

ARTICLE X -- MISCELLANEOUS

- 10.1 **Record Keeping.** The Director of Internal Affairs and the Advisor each shall keep a copy of the SGA Constitution and Bylaws, as well as amendments to the same.
- 10.2 **Entire Constitution.** All previous constitutions are hereby null and void.
- 10.3 **Equal Opportunity Employer Statement.** The University is an equal opportunity/affirmative action employer and is committed to an inclusive environment and strongly encourages applications from individuals from all backgrounds including minorities, females, veterans, and individuals with disabilities.
- 10.4 **Supremacy.** In the event any provision in the SGA's Constitution or Bylaws directly and irrevocably conflicts with any University policy, agreement, or rule, then the terms of such policy, agreement, or rule shall take precedence.

Revised: 04/12/2022

Approved SGA President: Jonathan Ciero

Advisor: Courtney Laukitis