



## Preamble

We, the students of Columbus State University, desiring a more representative and efficient student government, wanting better communication between students and the University's administration and faculty, seeking to cultivate and preserve the ideals of good citizenship, and to maintain a more complete and fruitful atmosphere of learning, do hereby establish this Constitution for Student Government.

<b>Article I: Name</b>	<b>5</b>
<b>Article II: Objectives</b>	<b>5</b>
<b>Article III: Membership</b>	<b>5</b>
<b>Section 1: Qualifications</b>	<b>5</b>
<b>Section 2: Non-Discrimination Policy</b>	<b>5</b>
<b>Section 3: Open Participation</b>	<b>5</b>
<b>Article IV: General Organization</b>	<b>6</b>
<b>Article V: The Legislative Branch</b>	<b>6</b>
<b>Section 1: Senator</b>	<b>6</b>
<b>Section 2: RSO Representatives</b>	<b>7</b>
<b>Article VI: The Executive Branch</b>	<b>7</b>
<b>Section 1: President</b>	<b>7</b>
<b>Section 2: Vice President</b>	<b>8</b>
<b>Section 3: Treasurer</b>	<b>8</b>
<b>Section 4: Speaker of the Senate</b>	<b>9</b>
<b>Section 5: Chief of Staff</b>	<b>9</b>
<b>Article VII: Judicial Council</b>	<b>10</b>
<b>Section 1: Membership</b>	<b>10</b>
<b>Section 2: Jurisdiction</b>	<b>10</b>
<b>Section 3: Justices</b>	<b>10</b>
<b>Section 4: Chief justice</b>	<b>10</b>
<b>Article VIII: The Cabinet</b>	<b>11</b>
<b>Section 1: Press Secretary</b>	<b>11</b>
<b>Section 2: Attorney General</b>	<b>11</b>
<b>Section 3: Director of SGA Activities &amp; Events</b>	<b>11</b>
<b>Section 4: Director of Government Affairs</b>	<b>11</b>
<b>Section 5: Student Community Advocate</b>	<b>11</b>

<b>Article IX: Administrative Committees</b>	<b>12</b>
<b>Section 1: Cougar Allocation Committee</b>	<b>12</b>
<b>Section 2: Resolutions Committee</b>	<b>12</b>
<b>Section 3: Public Relations</b>	<b>12</b>
<b>Section 4: Event Planning Committee</b>	<b>12</b>
<b>Section 5: Spirit Committee</b>	<b>12</b>
<b>Section 6: All In Committee</b>	<b>12</b>
<b>Article X: Forum</b>	<b>13</b>
<b>Section 1: Name</b>	<b>13</b>
<b>Section 2: Membership</b>	<b>13</b>
<b>Section 3: Powers &amp; Duties</b>	<b>13</b>
<b>Section 4: Procedures</b>	<b>13</b>
<b>Article XII: Finance</b>	<b>14</b>
<b>Section 1: Allocations</b>	<b>14</b>
<b>Section 2: Student Government Association Expenditures</b>	<b>14</b>
<b>Section 3: Registered Student Organization (RSO) Funding</b>	<b>14</b>
<b>Section 4: Student Government Association Funding procedures</b>	<b>14</b>
<b>Section 5: Treasurers's Veto:</b>	<b>15</b>
<b>Article XIII: Elections</b>	<b>15</b>
<b>Section 1: General</b>	<b>15</b>
<b>Section 2: Qualifications</b>	<b>15</b>
<b>Section 3: Elections</b>	<b>16</b>
<b>Section 4: Terms of Office</b>	<b>16</b>
<b>Article XIV: Vacancies</b>	<b>16</b>
<b>Section 1: Elected Offices</b>	<b>16</b>
<b>Section 2: Registered Student Organization</b>	<b>16</b>
<b>Section 3: Cabinet Positions</b>	<b>17</b>

<b>Article XV: Impeachment &amp; Removal</b>	<b>17</b>
<b>Section 1: Procedures</b>	<b>17</b>
<b>Section 2: Automatic Removal</b>	<b>17</b>
<b>Section 3: Advisor Removal</b>	<b>17</b>
<b>Section 4: Suspension of Campus Registered Student Organization</b>	<b>18</b>
<b>Article XVII: Amendments</b>	<b>18</b>
<b>Section 1: Proposal of Amendments</b>	<b>18</b>
<b>Section 2: Adoption of Amendments</b>	<b>18</b>
<b>Article XVIII: Ratification</b>	<b>18</b>

## **Article I: Name**

This organization shall be called the Student Government Association (SGA) of Columbus State University.

## **Article II: Objectives**

- I. To provide direct channels for responsible and effective participation in university governance.
- II. To provide an official and representative organization to receive concerns, consider problems, and participate in making decisions impacting the University.
- III. To support programs that may directly benefit students and the University.
- IV. To provide a means whereby students may gain experience and training in responsible political roles and leadership.
- V. To review regulations and policies affecting the welfare of the University, and such other matters as it may maintain and promote the best interest of students.
- VI. To assist in the development of academic programs, co-curricular activities, and university policies which affect the student body.
- VII. To promote full understanding, communication, and cooperation between students, faculty, and administration.

## **Article III: Membership**

### **Section 1: Qualifications**

All registered students of Columbus State University, upon the payment of the Student Activity Fee, are members of the SGA.

### **Section 2: Non-Discrimination Policy**

Student Government Association will align itself to Columbus State University's commitment to prevent discrimination and harassment against individuals on the basis of race, color, sex (including pregnancy discrimination), disability, gender identity, sexual orientation, age, national origin, ancestry, religion, veteran status and other legally protected characteristics.

### **Section 3: Open Participation**

The Student Government Association invites all members of Columbus State University to participate in all public events and meetings.

## **Article IV: General Organization**

The Student Government Association is composed of three branches: The Executive, The Legislative, and the Judicial branches. The Cabinet will perform administrative duties for the entire organization.

1. The Executive Branch, shall be composed of the President of the student body, Vice President, Treasurer, Speaker of the Senate, and the Chief of Staff.
2. The Legislative Branch shall consist of 4 Senators elected to represent each college, including the Honors College, 1 senator will be elected to represent the graduate school, 4 Senators for Residence Life, 2 senators for International Students, 6 senators at Large, and Registered Student Organization representatives.
3. The Judicial Branch shall consist of 8 Judicial Council members: One Chief Justice and the seven Justices.
4. The Cabinet shall consist of the Press Secretary, the Attorney General, the Director of SGA Activities & Events, the Director of Government Affairs, and the Student Community Advocate.

## **Article V: The Legislative Branch**

The Legislative branch shall consist of the Senate and Registered Student Organization representatives. The Senate is a group of elected or appointed persons that represent themselves and their constituents as well as the Executive Branch of the Student Government Association. Each College shall be represented by a select number of Senators. The Graduate College, Residence Life and International Students shall be represented by a select number of Senators. There will be a select number of Senators representing the campus at large. Registered Student Organization representatives are members of an Active Student Organization recognized by the Office of Student Life & Development.

### **Section 1: Senator**

1. Perform at least two (2) town halls within their respective college/area.
2. Be responsible for relaying any information they have gained pertaining the student body to the Speaker of the Senate.
3. Perform those activities as may be delegated by the Speaker of the Senate.
4. Attend at least 65% scheduled Forum meetings.
5. Attend all meetings scheduled by the Speaker of the Senate.
6. Senators must serve under committees recommended by the Speaker of the Senate.
7. Senators must maintain at least two (2) office hours in the SGA office per week.
8. Present ideas and requests to the SGA Speaker of the Senate and Forum through the written medium of resolutions.

## **Section 2: RSO Representatives**

1. Represent their respective RSO, but also represent the student body as a whole.
2. Be responsible for serving on at least one Senate or Institutional committees. Attend any meetings the committee may hold.
3. Report to the Chief of Staff about what was discussed in the committee meeting.
4. Be responsible for relaying any new information regarding the student body to the Chief of Staff.
5. Attend at least 65% of scheduled Forum meetings.

## **Article VI: The Executive Branch**

The Executive Branch shall be composed of the President of the Student body, Vice President, Treasurer, Speaker of the Senate, and Chief of Staff.

### **Section 1: President**

The President oversees the total operation and function of all executive officers of the SGA and committees; is responsible for working with the officers, judicial council, and chairpersons of those committees in initiating programs for their areas of concern; and shall exercise the following duties:

1. Preside over Forum and act as a voting member only to break a tie.
2. Be the chief executive officer of the SGA and be responsible for the implementation of student government policies.
3. Serve as the official spokesperson and representative of the student body.
4. Chair the Executive Branch and have the power to veto any topic, recommendation, or subject brought up during the Executive Branch's meeting.
  - A two-thirds majority (2/3) of the Executive Branch's votes is required to override the veto.
5. Serve on committees as required by the University.
6. Act as a delegate to the Student Advisory Council and the Board of Regents.
7. Have the authority to sign purchase orders if the Treasurer is unable to do so.
8. Have a veto in the Forum, which can be overridden by a two-thirds majority (2/3) vote of the members present.
  - This veto can go towards any vote or motion that takes place during Forum.
9. Assign University committees to the Vice President and Speaker as their primary areas of concern.
10. Has the power to create committees to serve the Executive Branch at their discretion in order to research or create solutions to problems concerning the student body.

## **Section 2: Vice President**

The Vice President is responsible for investigating, developing, overseeing, and initiating policies and programs in their areas of concern.

1. Be responsible for formulating policies concerning academic areas that affect the student body, and for advising the Executive Branch and the Senate on all matters relative to the delegated areas of responsibility.
2. Chair any social and philanthropic projects within all of SGA.
3. Have the power to delegate responsibilities of the aforementioned events to other subordinate members of the Student Government Association, including the Executive Branch and the Senate.
4. Be responsible for any and all of the SGA's social media accounts.
5. Serve on committees as required by the University.
6. Oversee the work of all standing committees on which students serve within the Vice President's area.

## **Section 3: Treasurer**

The Treasurer manages funding, budgeting, and financial controls for SGA activities. Maintaining a current knowledge of organizational policies and procedures while adhering to SGA Constitution.

1. Prepare a proposed budget for the upcoming fiscal year, which shall be submitted to the Executive Branch and approved by the Executive Branch.
2. Be responsible for advising the Executive Branch and the Senate on all matters relative to the delegated area of responsibility.
3. Be responsible for keeping a record of approved and denied money requests to use as guidance for future money requests.
4. Be responsible for overseeing all budget amendments and money requests.
5. Oversee the work of all standing committees on which students serve within the Treasurer's area.
6. Serve on committees as required by the University.
7. Shall be responsible for all logistical affairs such as booking venues and completing eQuests.
8. The Treasurer shall serve in the position until the individual graduates from CSU, the individual resigns from the position, or whichever comes first.



## **Section 4: Speaker of the Senate**

The Speaker shall serve as the chair of the Senate. As chair, the Speaker responsible for the development and implementation of the goals and objectives of the Senate, serving as their representative to the executive branch.

1. Be responsible for accurately voicing the ideas and opinions of the Senators to the Executive Branch.
2. The Speaker is further responsible for relaying information from the Executive Branch back to the Senators.
3. Be responsible for establishing an attendance policy and meeting times for the Senators.
  - Must meet a minimum of ten (10) times per semester.
4. Be responsible for initiating and coordinating Senators to host at least two (2) town halls per college term within their respective college.
5. Have the power to create committees to serve within the Senate.
  - Oversee the work of all standing committees in their respective area.
6. Be responsible for hosting at least three (3) town halls per term.
  - Senators will be tasked with the execution of said events

## **Section 5: Chief of Staff**

The Chief of Staff oversee the Cabinet, assisting with the day-to-day operations of SGA and serve as Speaker of the Representatives, being responsible for accurately voicing the ideas and opinions of the Registered Student Organizations representatives.

1. Be responsible for advising the Cabinet on all matters relative to the delegated area of responsibility.
2. Oversee the work of all standing committees on which Cabinet members serve as chair.
3. Serve on committees as required by the University.
4. Be responsible for accurately voicing the ideas and opinions of the Registered Student Organizations representatives to the Executive Committee.
5. The Speaker is further responsible for relaying information from the Executive Committee back to the organizational representatives.
6. Be responsible for establishing an attendance policy and meeting times for the representatives, if need be.

## **Article VII: Judicial Council**

### **Section 1: Membership**

1. The Judicial Council shall consist of eight (8) students.
  - Eight (8) justices will be elected at large by the student body.
  - One (1) Chief Justice, from the Eight (8) Justices, will be appointed by the SGA president.
2. Judicial Council shall serve in the position until the individuals graduates from CSU, the individuals resigns from the position, or whichever comes first.
3. Undergraduate students must have an institutional GPA of at least 2.0 and graduate students at least 3.0 in order to be nominated. No member of the Senate voting body or the executive branch may serve as a Judicial Council member.

### **Section 2: Jurisdiction**

All students or organizations desiring to bring an action or have a hearing before the Judicial Council must submit a written request or email to the Chief Justice.

- The appellate duties of the Judicial Council will include judicial review of the Forum actions and interpretation of the SGA Constitution. Other duties will include hearing appeals related to parking, library, posting fines, elections/ campaigning infractions, and impeachment duties as defined in Article IX of this Constitution.

### **Section 3: Justices**

1. Advise the Executive Branch and the Senate on constitutional matters upon request. Report to the Executive Branch and the Senate on Judicial Council activities.
2. Monitor and facilitate all voting that takes place during Forum and report the findings to the appropriate SGA officer or University official.
3. Serve on committees as required by the University.
4. No justice shall serve on a hearing panel where a conflict of interest would arise because of SGA affiliation.

### **Section 4: Chief justice**

1. Preside over the Judicial Council and outline jurisdiction of cases under adjudication..
2. Write the majority opinion and file a copy of reports with the appropriate University official
3. Oversee the work of all standing committees in respective areas.
4. Be responsible for maintaining storage of all SGA files and submitting records to the Columbus State University Archives.

## **Article VIII: The Cabinet**

The Cabinet shall consist of the Chief of Staff, the Press Secretary, the Attorney General, the Director of SGA Activities & Events, the Director of Government Affairs, and the Student Community Advocate. Each Cabinet member shall be appointed by the President and confirmed by a majority vote within the Sitting of the Senate.

### **Section 1: Press Secretary**

1. Report directly to the Chief of Staff.
2. Represent the Student Government Association to all media outlets such as, but not limited to, local and campus newspapers and social media outlets.
3. Be responsible for any and all of the SGA's social media accounts.
4. Serves as chair of the Public Relations Committee

### **Section 2: Attorney General**

1. Ensure all actions of the Student Government Association are legal and align with statutes by working with the Chief Justice.
2. Serve as a defense for the Executive Branch and the Student Government Association in all appeals.

### **Section 3: Director of SGA Activities & Events**

1. Be in charge of coordinating events with the ability to branch out as deemed appropriate by the Chief of Staff, President, or Vice President.

### **Section 4: Director of Government Affairs**

1. Be the primary liaison between the SGA members and the University System of Georgia officials.
  - This department will advocate on behalf of the nation and will inform students about legislation that will impact them. Serve as the Chair of the All In Committee.

### **Section 5: Student Community Advocate**

1. Aim to serve the individual student, providing them with a platform to articulate their perspective and working on behalf of underserved campus communities.
2. Be responsible for addressing all matters of public health on campus.

## **Article IX: Administrative Committees**

1. The President may appoint committees within Senate for the duration of one (1) year.
  - The Executive branch may serve in committees if membership requirements is not met.
2. Funding for all such committees shall be allocated in the budget of the SGA.
  - Funding for all committees will be allocated by the Vice President, voted on by the Executive Branch, and then voted on by the Senate.

### **Section 1: Cougar Allocation Committee**

Chair: Treasurer

- The Cougar Allocation Committee is comprised of 7 Senators (1 for each college and 1 At-Large)

### **Section 2: Resolutions Committee**

Chair: Vice President

- The Resolutions Committee is comprised of 6 Senators.

### **Section 3: Public Relations**

Chair: Press Secretary

- The Public Relations Committee is comprised of 4 Senators.

### **Section 4: Event Planning Committee**

Chair: Director of Event and Activity Planning

- The Event Planning is comprised of 7 Senators

### **Section 5: Spirit Committee**

- The Spirit Committee is comprised of 4 Senators

### **Section 6: All In Committee**

Chair: Director of Governmental Affairs

- The All In Committee is comprised of 1 Senator from the College of Letters and Sciences

## **Article X: Forum**

### **Section 1: Name**

The meeting that the SGA hosts will be known as Forum.

### **Section 2: Membership**

Forum shall consist of the following three elements: The Executive Branch, the Legislative Branch and The Chief Justice or an alternate Judicial Council member may serve as an advisor on constitutional matters during the Forum sessions at the presiding executive officer's request

### **Section 3: Powers & Duties**

1. The Forum shall have the power to recommend policies governing student life at Columbus State University and bylaws governing the Forum. The Forum shall require a majority (51%), quorum. Without a majority within the house, the recommendation or bylaw will fail.
2. All members of the Legislative Branch will have one (1) vote, and all votes will carry equal weight
3. The President shall have a tie breaking vote.
4. The Vice President, Treasurer, and any members of the Judicial Branch or the Cabinet may not be a voting member

### **Section 4: Procedures**

1. The most recent edition of Robert's Rules of Order shall be the parliamentary authority.
2. Forum shall be established by 51% quorum of voting members present at that particular meeting; however, at no time shall there be less than 15 senators members present.
3. Any faculty member, administration official, or student may introduce a proposal.
4. Attendance will be recorded at each President's council meeting.
5. The minutes of each President's council meeting shall be recorded and published onto the SGA website
6. The Forum shall meet a minimum of six (6) sessions per academic term as follows: the full Forum shall meet at least four (4) times.
  - The next academic term's meeting dates shall be established by the Executive Branch and made public no later than two (2) weeks prior to the end of each academic term.

## **Article XII: Finance**

### **Section 1: Allocations**

1. The money allocated by the Student Activity Fee committee for the SGA to use shall be budgeted and prepared by the Treasurer.
  - The budget will be submitted to the SGA President for approval before the first Sitting of the Senate of Fall.
  - If approved by the SGA President, it will then be submitted to the appropriate University personnel for approval.
2. The Executive Branch is authorized to approve amendments to the SGA's budget, as necessary.

### **Section 2: Student Government Association Expenditures**

1. All expenditures for the SGA will be made according to University procedures and the Board of Regents policies, and will be approved by the Treasurer and the President of the Student Government Association.
2. The Student Government Association reserves the right to make any purchase that is necessary, as long as University procedures are followed, and the Board of Regents policies are heeded.

### **Section 3: Registered Student Organization (RSO) Funding**

In order to receive funding from SGA, RSOs must complete the following:

1. Be an Active Student Organization recognized by the Office of Student Life & Development.
2. Attend Forum meeting and performing duties as voting members.
3. Sit on SGA Standing Committees or other University Committees as requested by the SGA Vice President.
4. Requests for funding must be appropriate expenditures of Student Activity fees according to University procedures and the Board of Regents policies.

### **Section 4: Student Government Association Funding procedures**

1. Must submit a funding request
2. Amounts below \$250 are approved by the Treasurer & President
3. Amounts Above \$250 require the following
  - Approved by the Cougar Allocation Committee
  - Sponsorship by an SGA Senator from the Cougar Allocation Committee

4. Amounts Above \$500, must be approved by the majority vote at Forum.

### **Section 5: Treasurers's Veto:**

The Treasurer of the student body shall have Veto equal to that of the president concerning the Student Government Association in all matters concerning Budget approval and revisions to said budget.

## **Article XIII: Elections**

### **Section 1: General**

The President, Vice President, Treasurer, two (2) Senators at-large, and (8) Justices shall be elected at-large. The Chief Justice will be appointed by the SGA president. Two (2) Senators will be elected by each college and from the Graduate School. The President and the Vice President shall run together as an official ticket.

### **Section 2: Qualifications**

#### **1. Executive Branch**

1. The President, Vice President, and the Treasurer must be a sophomore, junior, senior, graduate, or post baccalaureate student (in a degree or certification program) during their entire term, and must have completed two (2) semesters as a Columbus State University student within the twelve-month period immediately prior to their elected term. During those two semesters, they must have achieved at least 24 semester hours.
2. A candidate for President, Vice President, Treasurer, and Chief Justice must have at least a 2.75 GPA as calculated by the institutional grade point average (as explained in the Columbus State University Catalog), graduate students must have at least a 3.0 GPA.

#### **2. Senators**

1. A candidate for Senator must have completed at least one (1) semester as a Columbus State University student prior to their elected term, completing and obtaining at least 12 credit hours.
2. A candidate for Senator must be a declared major in the college they represent. An undergraduate candidate must have at least a 2.0 GPA as calculated by the institutional grade point average (as explained in the Columbus State University Catalog); a graduate student must have at least a 3.0 GPA.

3. Once Senators are elected, as a group, they must elect one of their members as the Speaker of the Senate who will serve on the Executive Branch. This must be completed before the last Forum meeting of the Spring term.
  - The Speaker of the Senate must have a minimum GPA of 2.75 at the time of being elected.
  - If an individual wishes to run for the position and does not have the minimum GPA, an exception may be made if approved by a majority (51%) vote of the Senators.
  - If no Senator has a minimum GPA of 2.75 at the time of being elected, an exception may be granted by a majority (51%) vote of the Senators present.

### **Section 3: Elections**

The elections will be held in the Spring semester.

### **Section 4: Terms of Office**

1. The terms of office shall be one (1) year, beginning with the last Forum meeting at the end of the spring semester with exception of the Judicial Council and the Treasurer.
2. Swearing in should be at the last Forum meeting of the spring semester.
  - Consecutive terms of office shall be limited to two (2).

## **Article XIV: Vacancies**

### **Section 1: Elected Offices**

1. President:
  - In the event the office of President becomes vacant, the order of succession to that office shall be: Vice President, Treasurer, and Chief Justice.
2. Vice President, Treasurer, Chief Justice and Senators:
  - A vacancy in these offices shall be filled by appointment by the SGA President with the approval of at least majority vote of the Forum present.
3. The Speaker of the Senate:
  - The Speaker of the Senate vacancy shall be filled in accordance with Election procedure.
  -

### **Section 2: Registered Student Organization**

Vacancies in these positions will be filled by the policies governing their respective organizations.



### **Section 3: Cabinet Positions**

A vacancy in these offices shall be filled by appointment by the SGA President with the approval of at least majority vote of the Forum present.

## **Article XV: Impeachment & Removal**

### **Section 1: Procedures**

1. Procedures Impeachment proceedings may be initiated by any student.
2. The impeachment will be submitted to the Chief Justice of the Judicial Council. The Judicial Council will determine if probable cause exists for a trial. If so, the Chief Justice will transmit the impeachment motion to the presiding officer in the Student Government Association.
  - The impeachment may be submitted via a letter or an email, but not by word-of-mouth.
  - The presiding officer, upon receiving the impeachment motion, will set the trial date within no more than five (5) school days.
3. The forum will host a hearing for any person being impeached.
  - The trial will be conducted in accordance with established judicial procedure, with the Senate acting as a jury.
  - A three-fourths (3/4) vote of the forum present is required to pass the motion. The only punishment which can be incurred is removal from office as a result of the above action.
4. In cases of impeachment of the President, the Vice President shall act as the presiding officer of the Student Government Association and Forum.

### **Section 2: Automatic Removal**

Any SGA member whose GPA or enrollment status drops below the minimums as defined or who is suspended from the University shall be automatically removed from membership within SGA. The GPA and enrollment status of members of the SGA shall be confirmed at the beginning of each academic term.

- Automatic removals shall be officially recorded in the minutes of the first full Forum meeting of each academic term

### **Section 3: Advisor Removal**

Any SGA member may be subject to immediate removal from office by SGA advisor. Grounds for Immediate removal shall be:

- Non-Academic Misconduct Violations.
- Failure to perform duties as defined in the Constitution.

## **Section 4: Suspension of Campus Registered Student Organization**

Failure of an organization to participate as so defined shall result in suspension of that organization from the SGA during the current academic term.

- A suspended organization will not be eligible to apply for or receive any grants, sponsorships, or other assistance from the SGA during the suspension period. Suspensions shall be officially recorded in the minutes of the first meeting of the Forum following the offense.

## **Article XVII: Amendments**

### **Section 1: Proposal of Amendments**

An amendment may be proposed by a petition of 10 percent (10%) of the student body or a vote of two-thirds (2/3) of the Forum.

- All petitions must be presented to the President of the Student Government Association. A proposed amendment must be posted two weeks before it is voted upon by the Forum.

### **Section 2: Adoption of Amendments**

Such amendments shall be adopted if passed by a 51% majority vote of the Forum, and approved by the President of Columbus State University.

## **Article XVIII: Ratification**

This constitution shall take effect upon the winning vote of the Forum and approved by the President of Columbus State University..