



Student Government Association Constitution

Preamble

We, the students of BridgeValley Community & Technical College (BVCTC), in order to develop more responsible leadership and citizenship; promote cooperation between the student body, faculty, and staff; encourage student activities; create school spirit; and aid in the growth and the development of the community college, do hereby ordain and establish this constitution for the Student Government Association (SGA).

Article I - Name and Membership

Section 1. The name of the organization shall be the BridgeValley Student Government Association.

Section 2. Membership shall include all degree-seeking students regardless of age, race, color, sex, nationality, religion, political belief or sexual preference. Voting members include the five officers, eight senators and one representative from each student organization recognized by the college.

Article II – Purposes

The purposes of the SGA shall be the following:

1. to plan, promote and execute student activities in an effort to stimulate student involvement and a feeling of unity among the students, faculty and staff of the college.
2. to recognize and assist BVCTC student organizations and provide them financial support when available.
3. to express student opinions on policies, and to initiate college-wide discussion on student issues.
4. to organize and assist with campus activities, boards and committees.
5. to assist in maintaining a budget for all student activities accounts.

Article III - Qualifications for Voting Members

Section 1. SGA officers must have a minimum institutional grade point average of 2.5 and maintain enrollment in at least six credit hours.

Section 2. SGA senators must have a minimum institutional grade point average of 2.0 and maintain enrollment in at least six credit hours.

Section 3. Student organization representatives must meet the minimum GPA and enrollment requirements of their respective organizations.

Section 4. Any student who has had a recorded violation of the student code of conduct is ineligible to serve as a voting representative.

Article IV – Executive Board Membership and Duties

Section 1. The Executive Board shall consist of the President, Vice President Montgomery Campus, Vice President South Charleston Campus, Recording Secretary, Treasurer and President Pro Tempore.

Section 2. The duties of the Executive Board are as follows:

- A. to communicate student views on academic and student life issues with the college administration.
- B. to consider any proposal made by a student at regular meetings and to forward such to the proper administrative authority.
- C. to meet at the discretion of the SGA President when events dictate the necessity of a special meeting.
- D. to encourage awareness of student rights and responsibilities.
- E. to review concerns of individuals and student organizations and refer them to the entire SGA for deliberation or to the appropriate college administrators.

Section 3. The President shall have the following duties:

- A. to schedule, call and preside over meetings of the SGA.

- B. to serve as the student representative to the BVCTC Board of Governors, attending all regular and special meetings and reporting BOG activities to the SGA.
- C. to make appointments to vacant SGA offices, subject to approval by the SGA Cabinet.
- D. to act as a liaison between the SGA and faculty, staff, and administrators, and in this capacity attend all required meetings.
- E. to vote in event of a tie.
- F. to call special elections as required.
- G. to encourage verbal participation of all members at the meetings.
- H. to make appointments to campus committees, subject to approval by SGA Cabinet.
- I. to make appointments to ad-hoc committees as required.
- J. to hold ten office hours per week.

Section 4. The Campus Vice Presidents shall have the following duties:

- A. to serve as the point of contact for any campus-specific issues that may arise on his/her respective campus.
- B. to oversee all SGA activities at his/her campus.
- C. to hold five office hours per week.

Section 5. The Recording Secretary shall have the following duties:

- A. to record the proceedings of all meetings.
- B. to call roll at the opening of each meeting and keep a record of attendance.
- C. to submit the minutes within five days of the meeting to the SGA President and SGA Advisors.
- D. to correspond with other individuals and organizations as necessary.
- E. to hold two office hours per week.

Section 6. The Treasurer shall have the following duties:

- A. to assist in maintaining an accurate record of all transactions of SGA funds.
- B. to provide a financial report at each meeting.
- C. to assist in collecting proceeds from activities, maintain accurate accounting of such, and ensure deposits in the SGA account for reuse or donation to a charity.
- D. to hold two office hours per week.

Section 7. The President Pro Tempore, who will be elected from the Cabinet. shall have the following duties in addition to his/her duties as an officer or senator:

- A. to serve as parliamentarian.
- B. to assume the office of President in the case of a vacancy in that office.

Article V – Cabinet Membership and Duties

Section 1. The Cabinet shall consist of the Executive Board and eight senators.

Section 2. Of the eight senators serving on the Cabinet, three shall be elected as representatives of the Montgomery campus and three shall be elected as representatives of the South Charleston campus.

Section 3. The duties of the student senators shall be as follows:

- A. to attend all meetings of the SGA.
- B. to promote and assist with all SGA activities.
- C. to establish and maintain rapport with the students, to listen to student concerns, and to refer students with questions to the appropriate administrator.
- D. to attend all training and leadership sessions.
- E. to hold two office hours each week.

Article VI – Leadership Team Membership and Duties

Section 1. Each registered student organization at BVCTC must appoint one member as its SGA Representative by the second SGA meeting of the academic year. Notification should be sent to the SGA Advisors as soon as a representative is selected.

Section 2. Student organization representatives are required to attend bi-monthly Leadership Team meetings in person or by proxy. Although these representatives are not members of the Cabinet, they retain full voting rights at the general meetings.

Section 3. The awarding of funds to student organizations is determined in part by the number of SGA Leadership Team meetings attended by the student organization representative or proxy.

Article VII – State Advisory Council of Student Representative Qualifications and Duties

Section 1. The representative to the State Advisory Council of Students (SACS) shall be a member of the Cabinet, appointed by the SGA President and approved by the Cabinet.

Section 2. In addition to his/her duties as an officer or senator, the representative to the SACS shall have the following duties:

- A. to represent BVCTC at all regular and special meetings of the SACS, in person or by telephone.
- B. to report back to the SGA relevant SACS discussions and activities.

Article VIII - Line of Succession

Section 1. In the event of a vacancy in the office of President, the order of succession shall be as follows:

- A. President Pro Tempore
- B. Recording Secretary
- C. Treasurer

Section 2. In the event of a vacancy in any office other than President, the President will recommend a candidate to the Cabinet for approval.

Article IX - Elections

Section 1. SGA officers and senators will be elected by the student body prior to the end of April for the following academic year.

- A. A student may run for only one position in any given election.
- B. A term runs from May 1 to April 30 the following year.
- C. Any student running for office agrees to participate in mandatory leadership training.

Article X - Meetings

Section 1. The SGA Executive Board will meet at least monthly.

Section 2. The SGA Leadership Team shall meet at least twice monthly at a prescribed time and location throughout the academic year. All meetings are open to the student body, faculty, staff, and administration.

Section 3. One half of the designated number of Cabinet members shall constitute a quorum for the purpose of conducting business.

Article XI – Right to Petition

Section 1. Any member of the SGA has the right to appeal the Cabinet for action by presenting a written statement of petition signed by one-third of the total number of the student body.

Article XII – Impeachment/Dismissal

Section 1. The following shall constitute grounds for impeachment:

- A. Violation of the Student Code of Conduct.
- B. Misuse of Office.
- C. Failure to attend mandatory leadership training and required meetings.

Section 2. The following are grounds for dismissal:

- A. Failure to attend mandatory leadership training and required meetings.
- B. Excessive absences of the SGA meetings as determined by the SGA advisors.
- C. Failure to perform the duties of one's office.
- D. Committing to a meeting and/or activity and failing to attend without proper notification.

Article XIII - Amendments

Section 1. Amendments to this constitution may be proposed by any student at a regularly scheduled meeting of the SGA and voted upon at the next meeting. A two-thirds majority of the students at the meeting must pass the motion to have the proposed amendment placed on the ballot.

Section 2. Voting can be held during a regular election, or a special election may be called.

Section 3. Notice of a vote on the proposed amendment(s) shall be given at least five days in advance.

Section 4. A simple majority vote shall be needed to adopt any and all amendments.

Section 5. Unless specified to the contrary, passed amendments shall become effective immediately.

Article XIV- Definition and Interpretation

Section 1. All definitions and interpretations of the articles of this constitution shall be determined by the SGA membership and the SGA advisors.