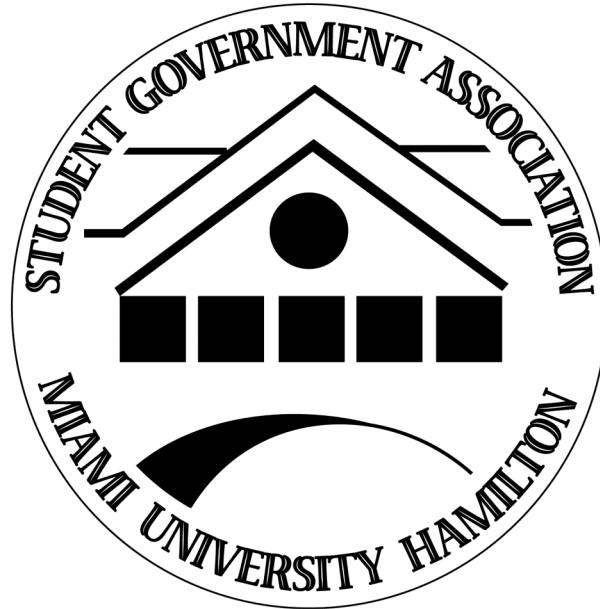


MIAMI UNIVERSITY HAMILTON



***CONSTITUTION
OF THE
MIAMI UNIVERSITY HAMILTON
STUDENT GOVERNMENT ASSOCIATION***

***FINAL DRAFT APPROVED
BY THE HAMILTON SENATE
August 26, 1991***

THE PREAMBLE

We, the students of Miami University Hamilton, in the belief that all students have the right, as well as the ability to be their own voice, do hereby organize the Student Government Association at Miami University Hamilton, with the hope and belief that a democratic student government would best exemplify the means by which this voice should be expressed. Through this organization, we pledge to ourselves and to our fellow students encouragement in learning, the importance of student governance, support of the student experience, and promotion of the democratic way which is student government.

ARTICLE I Name

Sec 1 The name of this organization shall be the Student Government Association (SGA) of Miami University Hamilton. Hereafter, all references to the SGA shall refer to this organization.

ARTICLE II Purposes

Sec 1 To articulate student opinion on issues of concern to students.

Sec 2 To provide an official and representative student organization with powers to receive student complaints, investigate student problems, and participate in decisions affecting students.

Sec 3 To have the power to advise the administration regarding any student organization.

Sec 4 To provide communication and understanding between the student body and the university.

Sec 5 To protect the rights and freedoms of students.

Sec 6 To influence responsible student body conduct.

Sec 7 To coordinate activities, communications and services of general benefit to students.

ARTICLE III Membership: (Its) Structure and Qualifications

Sec 1 Membership in the SGA is open to any full or part-time, day or evening student on the Hamilton Campus.

Sec 2

- A. The voting membership in the SGA will be elected in general elections of the student body at large and will include the following: President, Vice President, Secretary, Treasurer and seven Senators. All candidates for a position in Student Government must be in good standing with the University. All candidates for executive office must have a 2.5 cumulative average or better and all candidates for senator must have at least a 2.3 cumulative average or better.

- B. To run for election to SGA as a Senator or Officer a student must duly file a biography sheet and an official petition with the signatures of at least 50 students currently enrolled at Miami University Hamilton. The time, place and manner of such filing shall be specified by an SGA Election Committee and publicly announced at least two weeks prior to the filing deadline.
 - C. Elections for SGA voting members shall be held in accordance with this Constitution. Voting shall take place on at least two consecutive class days and at times convenient to both day and evening students.
- Sec 3 Additional members may be elected as Associates.
- A. Consideration will only be given to students who have attended three consecutive meetings prior to such consideration for addition and have filed with SGA a biography and a petition with twenty-five signatures.
 - B. Associates will be elected with a 3/4 majority vote by the voting members of SGA.
 - C. There will be a maximum of fifteen Associates in the SGA.
- Sec 4 Committee chairpersons will be appointed by the President for specific tasks and projects during the year. Committee members will be appointed by the chairperson. All committees must include at least one SGA voting member or associate.
- Sec 5 The Director of Student Services will serve as advisor to the SGA. A faculty member may be selected by the SGA to serve as co-advisor or consultant.
- Sec 6 Any student is eligible to hold an elected position in the SGA if he or she is currently enrolled in at least three credit hours at Miami University Hamilton.

ARTICLE IV Officers: Powers and Duties

- Sec 1 The President shall:
- A. Chair all SGA meetings.
 - B. Act as principal liaison between the SGA and the university.
 - C. Act as the official representative of the SGA at functions or appoint another SGA member to serve as the SGA representative.
 - D. Appoint committee chairpersons to fulfill specific goals and projects and to coordinate committee assignments.
 - E. Coordinate the selection and appointment of student representatives to various institutional committees.
 - F. Hold office for one full calendar year.
- Sec 2 The Vice President shall:
- A. Preside at SGA meetings in the absence of the President or when a motion is brought before the chair that affects the President.

- B. Assist the President in every way possible to promote the SGA and to accomplish SGA goals.
- C. Assume responsibilities in the absence of the President.
- D. Be informed of the proceedings of all committee meetings and SGA meetings.
- E. Hold office for one full calendar year.

Sec 3 The Secretary shall:

- A. Record the minutes of each SGA meeting and distribute the record of such minutes to the SGA advisor, SGA voting members, and the Executive Director. The Secretary shall also post a copy of the minutes on the SGA bulletin board.
- B. Schedule the site for SGA meetings and notify the members thereof.
- C. Assist the President in every way possible to promote the SGA and to accomplish SGA goals.
- D. Prepare and keep current a copy of the SGA Constitution and all working documents of the organization.
- E. Maintain the archives of all official SGA documents and records of action.
- F. Handle all correspondence of the SGA.
- G. Hold office for one full calendar year.

Sec 4 The Treasurer shall:

- A. Conduct all monetary matters concerning the SGA.
- B. Report on the financial status of the SGA at all meetings.
- C. Assist the President in every way possible to promote the SGA and to accomplish SGA goals.
- D. Assume responsibilities in the absence of the President and Vice President.
- E. Hold office for one full calendar year.

ARTICLE V Senators: Powers and Duties

Sec 1 The Senators shall:

- A. Convey student opinions and ideas to the SGA Officers.
- B. Attend and participate on committees and at scheduled meetings as required by the SGA.
- C. Assist the Officers in every way possible to promote the SGA and to accomplish SGA goals.
- D. Perform all other duties designated from actions taken by majority vote of the SGA.

ARTICLE VI Elections and Installation of Voting Members

Sec 1 Elections for the upcoming academic year will be held during the second semester for the four Officers and for four of the seven Senators. These Officers and Senators will be sworn in on the last day of the current academic year.

Sec 2 Elections for the three remaining Senator positions will be held during the first full month of the upcoming academic year. These three Senators will be sworn in at the next regularly scheduled meeting of the SGA after the official election results are announced by the Election Committee.

ARTICLE VII Recall, Removal or Replacement of Officers, Senators or Appointees

Sec 1 Any action toward the recall, removal, or replacement of an Officer, Senator, or appointee will follow the directions and guidelines set forth in this Constitution.

Sec 2 A recall election for any SGA voting member can be petitioned by the student body to the Executive Director with a minimum of a ten percent representation of the entire student body. Recall may be instituted by a majority vote of those voting in a recall election.

Sec 3 Impeachment of any Officer or Senator may occur through a two-thirds vote of the voting members of the SGA.

Sec 4 Removal and replacement of an appointee can be made at anytime at the discretion of the President.

Sec 5 The replacement of Officers and Senators for any kind of permanent vacancy will occur as follows:

- A. The President shall be succeeded by the Vice President.
- B. The Vice President shall be succeeded by the Secretary.
- C. The Secretary shall be succeeded by the Treasurer.
- D. The Treasurer shall be succeeded by a Senator who is nominated and elected by a majority vote of the Officers.
- E. Senators will be nominated and elected by a majority vote of all voting members of the SGA.

ARTICLE VIII Meetings

Sec 1 A mandatory meeting of SGA Officers shall be held weekly. Attendance by Senators at these meetings shall be optional. SGA officers shall have the power to transact routine business by their unanimous consent at these meetings. The SGA is a student organization of and for all students and SGA meetings are open to the public.

Sec 2 A mandatory meeting of SGA Officers and Senators shall be held monthly.

Sec 3 SGA shall have the power to set policies for excusing absences and for removing voting members for excessive absences in accordance with these policies. SGA, however, shall not have the power to amend its attendance policies to effect the removal of a particular voting member or members.

Sec 4 Appointees will be expected to attend all SGA meetings as specified by the President.

Sec 5 The Secretary shall make known the time and place of all meetings.

Sec 6 The SGA shall have power to transact business at all meetings when a quorum is present. A quorum shall be a majority of the current voting members, including at least two officers, of the SGA.

ARTICLE IX By-Laws

Sec 1 The SGA shall have the power to specify its operating procedures in By-Laws approved by majority vote of the SGA voting members.

ARTICLE X Amendments

Sec 1 Any amendment to the Constitution must be read and opened to public discussion at two consecutive meetings of the voting members of the SGA and put to a vote of the voting members after the second reading.

Sec 2 A three-fourths majority of the votes cast by the voting members is needed to pass an amendment to the Constitution.

August 26, 1991

ARTICLE XI

Amendment 1 Budget Allocations for Student Organizations

- Sec 1 The SGA shall have responsibility for allocating funds to student organizations.
- Sec 2 SGA shall establish the Fund Allocation Committee (FAC) as a standing committee for the purpose of handling budget allocations for student organizations.
- Sec 3
- A. The FAC shall consist of five voting members.
 - B. The SGA Treasurer shall serve, ex officio, as the chair of the FAC and be a voting member in the FAC.
 - C. The SGA shall elect four other members to the FAC from the Hamilton campus community at large through a nomination process open to the entire campus community. The times and procedures for nominations shall be duly publicized.
 - D. The SGA advisor shall be an ex officio, non-voting member of the FAC.
- Sec 4 The FAC shall implement the budget allocation process in accordance with university regulations, directives of the Hamilton Senate, and specific criteria established by vote of the SGA.
- Sec 5
- A. The FAC shall make recommendations regarding all budget decisions to the SGA during a regularly scheduled, open meeting.
 - B. A majority vote by SGA will be required to accept any and all FAC recommendations.
- Sec 6 The SGA's own operating budget shall be decided by the Student Services Committee of the Hamilton Senate.
- Sec 7 The duties of the SGA Treasurer (Article IV, Sec 4) are hereby amended to include the responsibility for serving as chairperson and voting member of the FAC.

Drafted by SGA Constitution Committee
Approved on February 7, 1992

ARTICLE XII

Amendment 2 Attendance at Meetings

Sec 1 Attendance at SGA meetings shall be mandatory for all members (Executive Officers, Senators).

Sec 2 Associates shall be required to attend no less than one meeting a month.

Sec 3 Attendance at Executive Council meetings shall be mandatory for Officers, but shall be optional for Senators and Associates.

Sec 4 Mandatory meetings shall be biweekly with the Executive Council meeting on the opposite weeks.

Sec 5 Article VIII, Sec 2 is hereby deleted.

Drafted by SGA Constitution Committee

Approved on September 17, 1993

Article VIII

Amendment 3 Meetings

Sec 6 The SGA shall have power to transact business at all meetings when a quorum is present.
A quorum shall be a majority of the current Student Government Association of Miami University Hamilton voting members, including at least two (2) officers, and excluding any and all voting members who document class or work related conflicts.

Drafted by Treasurer Jason Halvorson

Approved on April 16, 2003

Amendment 4 Appointed Positions

Sec 1 The SGA shall have the power to appoint two voting members, the Director of Marketing and the Web Coordinator, to serve in technical positions for the group. The positions may be appointed with a three-fourths majority vote from the group.

Sec 2 Position Requirements

- A. Members serving in these appointed positions are required to be students in good standing with the University. Members serving in the capacity of Director of Marketing or Web Coordinator must have a 2.5 cumulative average or better.
- B. All attendance policies and requirements will apply to the members serving in these appointed positions.
- C. The member serving in the capacity of Director of Marketing shall have obtained prior experience and/or knowledge in effective marketing strategies in accordance with the standards of the voting members.
- D. The member serving in the capacity of Web Coordinator shall have obtained prior experience and/or knowledge of effective website management in accordance with the standards of the voting members.
- E. Officials serving in the capacity of Director of Marketing or Web Coordinator can only serve in the position they were appointed to, or the previous office they were elected to by the student body. Officials in these technical positions may not assume any other office without being elected by the student body.
- F. Impeachment or removal from the position of either Director of Marketing or Web Coordinator may only occur through a two-thirds vote of the voting members of the Student Government Association.

Sec 3 The Director of Marketing shall:

- A. Act as the official public relations manager for the SGA by developing a marketing vision for the organization.
- B. Act as a liaison for the SGA concerning communication with the student body, the campus staff and administration, and the surrounding community.
- C. Market all elected officials and organization members to the Miami University Hamilton community.
- D. Coordinate the publicizing and advertising for all group-sponsored events and activities.
- E. Explore and develop innovative marketing techniques in an effort to strengthen the bond between the campus and elected officials.
- F. Coordinate all SGA initiated external advertising with approval and guidance from the Marketing Office.
- G. Represent the SGA at local events, campus activities, and other institutional offerings.
- H. Coordinate on-line advertising with the Web Coordinator.
- I. Hold office until the annual installation of newly elected SGA leaders in the Spring.

Sec 4 The Web Coordinator shall:

- A. Act as the director of the official website for the SGA by cultivating the website into a critical tool for the organization's success.
- B. Work cooperatively with the Marketing Office to manage the official SGA website.
- C. Manage the content, format, and design for the official SGA website in

- conjunction with the Marketing Office.
- D. Ensure that information regarding the SGA and all members, sponsored activities, and events are formatted to the official website in a timely, professional, and effective manner.
 - E. Explore innovative methods to increase the effectiveness of the official SGA website.
 - F. Perform regular maintenance tasks to increase the effectiveness of the website.
 - G. Coordinate on-line advertising in conjunction with the Director of Marketing.
 - H. Hold office until the annual installation of newly elected SGA leaders in the Spring.

Drafted by President Matthew Ellis and Vice President Tyler Bradshaw
Approved on January 19, 2007.