

**THE CONSTITUTION OF THE  
STUDENT GOVERNMENT ASSOCIATION  
OF THE  
UNIVERSITY OF ARKANSAS COMMUNITY COLLEGE AT BATESVILLE**

We the students of the University of Arkansas Community College at Batesville, in order to effectively represent the interests and the opinions of the Student Body on matters that affect our lives, to promote projects beneficial to the Student Body, to serve as an official voice of the Student Body on matters of policy, do hereby establish this Constitution of the Student Government Association of the University of Arkansas Community College at Batesville. All provisions of this Constitution are subject to approval by the Student Government Association and Administrative Cabinet.

**ARTICLE I: ESTABLISHMENT**

**SECTION I: NAME**

The name of the governmental organization under this constitution shall be the Student Government Association of the University of Arkansas Community College at Batesville. Hereinafter called SGA.

**SECTION II: AUTHORITY**

The Student Government Association of the University of Arkansas Community College at Batesville, with the authority of the administration, shall consider and make recommendations in the creation and implementation of institutional processes and policies. This responsibility is granted in an effort to foster unity and support among the students, and to do what is necessary and proper for the good of all matters connected to the University of Arkansas Community College at Batesville.

**SECTION III: MEMBERSHIP**

Membership of this governmental organization shall consist of all students attending the University of Arkansas Community College at Batesville as defined by the office of the registrar.

**SECTION IV: RULES**

- A. To serve as the governing organization of the Student Body.
- B. To recommend, in cooperation with the administration, faculty, and the State of Arkansas, programs and projects beneficial to the Student Body.
- C. To serve as the student channel of communication to faculty, administration, the City of Batesville, and the State of Arkansas respecting the opinions, wishes, and needs of the Student Body.

**ARTICLE II: OFFICERS**

**SECTION I: EXECUTIVE COUNCIL**

The Executive Council shall consist of the President, Vice President, Secretary/Historian, Treasurer, and Parliamentarian. All executive powers of the UACCB SGA shall be vested in the Executive Council.

## SECTION II: DUTIES AND POWERS

### A. Executive Council Shall:

1. Aid and assist in the recommendation of policies and programs.
2. Serve as Chief Advisory Council to the president of the Student Government Association.
3. Serve as a Judicial Committee.
4. Establish procedures for absences from Student Government Association meetings.
5. Serve as an events committee and an umbrella organization for all recognized student organizations on campus.

### B. The President Shall:

1. Be the official SGA spokesperson and representative for the Student Body and to the University of Arkansas Community College at Batesville.
2. Recommend to the Student Senate measures he/she deems necessary.
3. Establish ad hoc committees to aid in the execution of Student Senate programs and projects.
4. Call the Student Senate into special session when it is deemed necessary by the Executive Council.
5. Open and preside over all SGA meetings.
6. Authenticate by his/her signature, when necessary, all acts, orders, and proceedings of the SGA.
7. Form random committees to fill vacancies or decide on impeachment issues not involving the President. The group will be called the Executive Oversight Committee. In decisions involving the President, the Vice-President shall form the necessary committee.

### C. The Vice President Shall:

1. Serve as chairperson of the Student Activities Committee and Student Activities Funding Committee and coordinate campus activities and fund-raisers of the Student Government Association.
2. Be responsible for all internal communications concerning the Student Government Association.
3. Succeed to the office of President in case of vacancy.
4. Assume the duties of the President in his/her absence.

### D. The Treasurer Shall:

1. Provide a financial report at the first meeting of each month.
2. Maintain complete and accurate records of all incoming and outgoing funds of SGA.

3. Complete all financial forms that concern the SGA.

E. The Secretary/Historian shall:

1. Maintain complete and accurate records of all SGA minutes.
2. Keep records of all Student Senate absences and notify the President at the first meeting of each month.
3. Give copies of the minutes to the SGA Advisor no later than 3 days after each meeting.
4. Provide a proposed agenda to the SGA Advisor no later than 2 days before each SGA meeting.
5. Prepare all media releases concerning SGA, and give them to the advisor.

F. The Parliamentarian Shall:

1. Serve as chairperson of the Election Committee.
2. Advise the President on all questions of procedure.
3. Be responsible for the proper conduct of Student Elections. In the event of a conflict, the Executive Council may appoint a temporary election chairperson.
4. Serve in the position of any absent officer, excluding the President.
5. Maintain order during all SGA meetings.

### **ARTICLE III: STUDENT SENATE**

#### SECTION I: MEMBERSHIP

1. Executive Officers of the SGA
2. Student Organization Senators
  - A. Each officially recognized student organization will have the prerogative of establishing a method of selecting one senator to serve in the Student Senate.
  - B. Due to a representative's inability or ineligibility to complete the term, each organization may replace their senator no later than February 1 of each academic year.
3. Four Senators at Large

#### SECTION II: LEGISLATIVE DUTIES

The duties and responsibilities of the Student Senate shall be to initiate and act upon legislation; to approve, through the annual budget or other resolutions, all SGA expenditures; to approve or reject all presidential nominations by a majority vote or other vote specified by this constitution provided that the Student Senate may specify minor appointments that shall not require approval; to assist in the administration of SGA programs and in the operation of the SGA office; to make laws governing SGA elections.

#### SECTION III: MEETINGS

- A. The Student Senate shall hold bi-monthly meetings.
- B. All regular meetings shall be open unless the Student Senate votes by a majority vote to enter into a closed session.
- C. A quorum shall consist of a majority representation of the membership (one-half plus one) of officers and senators of the SGA.

#### SECTION IV: COMMITTEES

Special Committees will be developed with approval of the Student Senate on an as needed basis. Standing committees consist of the Student Activities Committee and the Student Activities Fund Committee.

#### SECTION V: REMOVAL FROM OFFICE

1. The full Student Senate shall have the power by a two-thirds vote to remove any member of the Student Government for good and sufficient cause, exercising due diligence. Any person has the right to respond to the charges to the full Student Senate.
2. All members, after two unexcused absences, shall lose their position. Guidelines shall be set forth by each incoming Executive Council outlining the definition of excused and unexcused absences.

#### SECTION VI: RULES OF PROCEDURE

Any and all conflicts concerning procedures of the Student Senate that are not specifically addressed in this document shall fall under the jurisdiction of the Robert's Rules of Order (Newly Revised Edition).

### **ARTICLE IV: ELECTIONS**

#### SECTION I: QUALIFICATIONS OF CANDIDATES

1. President/Vice President
  - A. Must have completed 24 hours, with 12 hours completed at UACCB
  - B. GPA of 2.5
  - C. Enrolled as a full-time student
  - D. Eligible to serve two full semesters
  - E. In good academic and conduct standing
2. Secretary/Historian, Treasurer/Parliamentarian
  - A. Must have completed 12 hours at UACCB
  - B. GPA 2.5
  - C. Enrolled as a full-time student
  - D. Eligible to serve two full semesters
  - E. In good academic and conduct standing

### 3. Organization Senators

- A. GPA 2.0
- B. Must be a member in the organization represented
- C. Enrolled in a minimum of 3 hours per semester
- D. In good academic and conduct standing

### 4. Senators at Large

- A. GPA 2.0
- B. Enrolled in a minimum of 3 hours per semester
- C. In good academic and conduct standing

## SECTION II: THE ELECTION PROCESS

Elections for the positions of President and Vice President will take place during April of each year at the date specified by the Student Senate. Elections for all other SGA positions shall take place during the fourth full week of classes each fall. All applications must be returned to the office of the Vice Chancellor for Student Services by the specified deadline each semester. Candidates may not advertise until they are certified as eligible to serve on the Student Senate by the Division of Student Services. Officers and senators will be elected by a plurality vote of the currently enrolled students at UACCB. Voting will be done by secret ballot.

## SECTION III: VACANCIES

Officer or Senator vacancies occurring in the SGA shall be filled by a qualified candidate nominated and approved by a majority vote by the Student Senate.

## SECTION IV: TERM OF OFFICE

The officers and senators of the SGA shall serve a term of one academic year from their election to the end of the spring semester.

## SECTION III: OATH

Installation of elected officers shall include the following oath:

I (state name) do state and pledge before all present to uphold the Constitution of the University of Arkansas Community College at Batesville Student Government Association, with diligence and vigor directed toward a continuous improvement of this Senate and this Institution.

## **ARTICLE V: AMENDMENTS**

### SECTION I: PETITION

Any member of the SGA may exercise the right of Constitution amendment by submitting a petition. The petition must be signed by ten percent of the current semester's enrollment for students attending the University of Arkansas Community

College at Batesville. Upon validation by the Registrar of petitioned signatures, the proposed amendment shall be submitted in writing to the full Senate.

## SECTION II: PROCEDURE

- A. The Senate shall have a minimum of two weeks to review the proposal before voting.
- B. All amendments must be approved by a two-thirds vote of the Senate.

## SECTION III: ACADEMIC DISHONESTY

If an instructor accuses a member of Student Government Association of academic dishonesty, the instructor shall report the allegation to the Vice Chancellor for Academic Affairs, who will submit a formal complaint to the Vice Chancellor for Student Services. After the Vice Chancellor for Student Services has turned over the complaint to the Student Government Association, and after due diligence and notification of findings to all parties involved, the allegation is proven true, and then the Student Government Association may impeach that member's position by a majority vote. Before any vote may be taken, the student shall have a right to respond to any and all allegations, before the Student Senate.

## **ARTICLE VI: BY-LAWS**

The Senate may adopt by-laws that do not conflict with the Constitution. A majority vote of the full Senate is required to pass or amend a by-law of the Constitution.

## **ARTICLE VIII: RATIFICATION**

This Constitution shall go into effect upon a simple majority vote of the full Senate.

## **ARTICLE IX: SUPPORT**

The Student Government Association strives for the general support of the University of Arkansas Community College at Batesville Student Body, Faculty, Staff, and Administration. General oversight and responsibility for the Student Government Association falls under the Division of Student Services. The Student Government Association shall have at least one Staff or Faculty Sponsor/Advisor. The Staff Sponsor/Advisor shall be appointed from the Division of Student Services by the Vice Chancellor for Student Services, with the appointment being approved by the Cabinet. The Sponsor/Advisor shall serve as the liaison with the faculty, staff, and administration. The Sponsor/Advisor shall report to the Vice Chancellor for Student Services.