

Towson University

Student Government Association Constitution

PREAMBLE

We the students of Towson University, desiring to preserve within the University an atmosphere of free discussion, inquiry, and self-expression, to insure the personal freedom and general welfare of the Student Body, to promote principles of all aspects of diversity, and to continue in our tradition of responsible self-governance, do hereby establish this constitution of the Towson University Student Government Association.

FRANCHISE AND CITIZENSHIP

All students who are full-time, fee paying undergraduate students enrolled in Towson University shall have the right to vote in the Student Government Association Elections and to participate in the Student Government Association, hereinafter referred to as the **SGA**. This right may not be curtailed or removed.

Article I LEGISLATIVE

The Student Senate

SECTION ONE – Student Senate The supreme legislative power for the Student Body shall be vested in the Student Senate of Towson University.

SECTION TWO – Student Senate Composition The Student Senate shall be composed of twenty-five total senators, twenty elected at large by the study body. In addition, there will be four freshman senators and one transfer student senator appointed by the Executive Branch and approved by a two-thirds vote of the Student Senate every year in the month of September. If no transfer student is available for appointment, the Executive Branch may appoint an additional senator. Each senator shall serve a one-year term based on the academic calendar. All senators shall, at time of their election, be a student in the University in good standing with a minimum of a 2.5 Cumulative GPA. Further, Senators must remain enrolled students in the University and in good standing for their entire term. Each senator shall have one vote.

SECTION THREE – Student Senate Vacancies Vacancies created by the resignation or removal of a duly elected senator shall be filled by an alternate. Any member of the SGA may nominate another student for the vacant position. The nominee will apply to the Executive Branch for the Senator position and the Executive Branch shall present a nominee to the Student Senate.

SECTION FOUR – Student Senate Powers and Duties The Student Senate shall:

- A. accredit its own membership;
- B. establish its own rules of procedure which shall be included in the Student Body Bylaws;
- C. enact all legislation necessary and proper to promote the general welfare of the Student Body;
- D. provide for the compilation and publication of Student Body Documents in order that the Student Body may be informed;
- E. enact by a two-thirds majority vote the Student Body Bylaws;
- F. expel or suspend any student organization, the activities, or a finance thereof, that does not abide by the SGA funding policy or other university financial policies;
- G. approve the Constitutions of student organizations, and revisions to previously approved student organization constitutions;
- H. approve a yearly budget of the SGA and Campus Activities Board;
- I. approve semester budgets of Student Groups;
- J. allocate Student fees:
 - i. to agencies of SGA;

- ii. to such co-curricular activities registered with the university as it shall deem compatible with the general welfare of the Student Body, provided that all funds appropriated for use but not expended during a given year shall remain in the SGA Funds;
- K. override a presidential veto by a two-thirds vote;
- L. try all impeachments and suspend or remove from office by a two-thirds majority vote any elected or appointed official for malfeasance in office if:
 - i. that individual has been elected by the student body or;
 - ii. for gross dereliction of legislative duty or moral turpitude detrimental to the reputation of Towson University;
- M. elect from the senators, at the beginning of each annual session and at whatever other times the office shall be vacant, a Student Senate President *Pro Tempore*, who shall preside over the Senate whenever the Vice President is unable to do so, and who shall succeed to that office if it becomes vacant;
- N. elect from the senators, at the beginning of each annual session and whatever other times the office shall be vacant, an Appropriations Committee Chair and a Government Operations Committee Chair. These Standing Committees shall establish its own rules of procedure which will be included in the Student Body Bylaws;

SECTION FIVE – Student Senate Standing Committees The concerns of the Student Senate shall be investigated and legislation shall be formulated by the Senate Standing Committees. The Student Senate will be divided into two standing committees, the Appropriations Committee and the Government Operations Committee. The distribution will be as follows: twelve Senators appointed to the Appropriations Committee and eleven appointed to the Government Operations Committee. The specific area of concern and the specific duties of each Standing Committee shall be as chartered in the Student Body Bylaws. Special and *Ad Hoc* Committees shall be formed by the Student Senate in the event that a matter of concern is not within the jurisdiction of the Standing Committees.

SECTION SIX – Directorial Standing Committees

- A. Academic Affairs Committee shall:
 - i. have Senate representation;
 - ii. consist of representatives from the College of Business and Economics, the College of Education, College of Fine Arts and Communication, the College of Health Professions, the College of Liberal Arts, the Jess and Mildred Fisher College of Science and Mathematics, and the Honors College; as chosen by the dean of each of the colleges;
 - iii. be chaired by the Director of Academic Affairs.
- B. University Communications Committee shall:
 - i. have Senate representation;
 - ii. be responsible for promoting communication between the Student Government Association, student organizations, and the entire student body at Towson University;
 - iii. shall appoint an SGA Webmaster to be responsible for the upkeep and maintenance of the SGA website;
 - iv. be chaired by the Director of University Communications.
- C. Community Outreach Sustainability Sub Committee shall:
 - i. research and the Green Initiatives of the university and utilize the student body to promote involvement in the green initiatives;
 - ii. promote the Student Government Association’s involvement and awareness of the university’s green initiatives.
- D. Student Groups Committee shall:
 - i. have Senate representation;
 - ii. promote communications between student organizations, both amongst each other, and with the SGA and other bodies on campus;
 - iii. be responsible for initiatives that will promote interaction between the various student organizations and bodies;
 - iv. assist the Director of Student Groups in coordinating and organizing events to facilitate Student Groups’ understanding of the SGA;
 - v. be chaired by the Director of Student Groups.
- E. The Legislative Affairs Committee shall:
 - i. have Senate representation;
 - ii. be responsible for researching legislation concerning higher education;
 - iii. establish the official position of the SGA through the authoring of Senate legislation and the Towson University SGA’s Legislative Agenda;
 - iv. present testimony on behalf of the SGA’s position on legislative issues;

- v. be an open committee for all members of the SGA to join;
- vi. support active promotion of legislation;
- vii. be chaired by the Director of Legislative Affairs.

SECTION SEVEN – Senate Special Committees and Subcommittees shall include:

- A. Rules Committee
- B. Sustainability Subcommittee

SECTION EIGHT – Term Eligibility

The position of Senator may be held for up to but no more than four legislative terms.

Term Conditions

SECTION NINE – The term of the Student Senate shall end at noon on the first Monday in May after inauguration and the terms of their successors shall then begin.

SECTION TEN – Resignation All officers of the Legislative Branch must give at least 2 weeks notice before they officially leave office.

Article II EXECUTIVE

Student Body Officers

SECTION ONE – Authority The executive power of the SGA shall be vested in the SGA President, who shall have the assistance of the Vice President, Treasurer, Attorney General, and Chief of Staff.

SECTION TWO – Elections The SGA Officers shall be elected for a one-year term by a majority of those voting in the Student Government Elections. The SGA Officers shall be chosen from the student body at large. Each officer shall at the time of the election, and throughout their term, remain a student in good standing with a minimum of a 2.5 Cumulative GPA and be enrolled as a degree seeking student at the University. Requirements for Student Body Offices shall be listed in the Student Body Bylaws.

SECTION THREE – SGA President The SGA President shall:

- A. be chief executive officer of the SGA;
- B. represent the SGA in dealings with the students of other universities, the faculty, the administration, and the community;
- C. enforce and administer all acts passed by the Student Senate;
- D. have the power to veto any Student Senate act;
- E. be present at meetings of the SGA;
- F. make appointments to fill vacated elective offices, unless otherwise specified in the SGA Constitution or Student Body Bylaws subject to the approval by a two-thirds [2/3] majority of the Student Senate;
- G. briefly address the Student Senate monthly;
- H. present an all-encompassing State of the SGA each semester to the entirety of the student body;
- I. oversee the Budget of the SGA;
- J. appoint Directors.

SECTION FOUR – Vice President The Vice President shall:

- A. serve as presiding officer and chairperson at all SGA meetings and serve as a nonvoting ex-officio member of the Student Senate, except in the case of a tie vote;
- B. call special meetings of the Student Senate;
- C. assist the SGA President in the performance of his/her duties;
- D. exercise the powers of the SGA President if he/she is prevented from exercising his/her powers;
- E. oversee the endeavors of the Student Senate to make sure it is fulfilling its responsibilities.

SECTION FIVE – Treasurer The Treasurer shall:

- A. be the chief financial officer of the SGA;
- B. prepare and present a monthly financial report to the SGA;
- C. have the power to examine the financial records of any Student Group that has the power to determine a budget, or any organization that receives funds under SGA Budget;
- D. serve as a nonvoting ex-officio member of all Senate Financial Committees;
- E. serve as consultant for all Senate Appropriations bills;
- F. prepare and submit to the Student Senate an annual SGA Budget;
- G. advise all disbursements of SGA funds;
- H. provide leadership to SGA review of fees.

SECTION SIX – Attorney General The Attorney General shall:

- A. act as the SGA Parliamentarian;
- B. act as SGA Student Group advisor for standing groups as well as proposed groups;
- C. serve as the Government Operations Committee advisor;
- D. serve as chair the Grant Review Committee;
- E. act as an advisor to the Judicial Branch;
- F. advise the Impeachment Committee Chair (*President Pro Tempore*).

SECTION SEVEN – Chief of Staff The Chief of Staff shall:

- A. serve as Chief Operations Officer;
- B. serve as chairperson of the Executive Cabinet;
- C. act as a resource for the Executive Cabinet;
- D. call meetings of the Executive Cabinet;
- E. act as an intermediary for the President;
- F. assist any acting President with his/her duties;
- G. be responsible for accountability of Directors;
- H. coordinate the Student Senate retreat.

Veto of Legislation

SECTION EIGHT – Veto The SGA President may veto any legislation passed by the Student Senate within two business weeks of the date of receipt. For a veto to be valid, the President must submit a written explanation of the reasons for the veto to the Vice President within one business day of the date of veto. The veto and the reason for the veto shall be made a matter of public record by the Vice President at the following General Assembly meeting of the Student Government Association. Any legislation not thus vetoed shall be considered enacted two business weeks after the date of receipt.

The Executive Cabinet

SECTION NINE – Cabinet Officers The presiding officer shall be the SGA President. All proceedings of the Executive Cabinet shall be chaired by the Chief of Staff.

SECTION TEN – Cabinet Powers and Duties The Executive Cabinet shall:

- A. Advise the SGA President on any matters of student policy or on any student programs and services;
- B. Provide coordination and communication amongst the Student Senate.

SECTION ELEVEN – Cabinet Composition The Executive Cabinet shall consist of the SGA Chief of Staff, the Directors, and the Representatives. The Directors are as followed:

- A. Director of Academic Affairs shall:
 - i. serve on the University Senate;
 - ii. relay all academic issues concerning the Towson University students to the SGA;
 - iii. facilitate all functions academic in nature as the SGA President deem necessary;

- iv. chair the Academic Affairs committee.
- B. Director of University Communications shall:
 - i. coordinate on campus communications and promotions;
 - ii. be responsible for external communication;
 - iii. be responsible for SGA marketing;
 - iv. chair the University Communications Committee.
- C. Director of Community Outreach shall:
 - i. coordinate community outreach and community service projects;
 - ii. coordinate other related projects as the SGA President deems necessary.
 - iii. be responsible for cataloging the community service requirements of budgeted Student Groups;
 - iv. be responsible for investigating and coordinating community service opportunities for student groups including the SGA;
 - v. chair the Community Outreach Committee;
 - vi. chair the Sustainability Subcommittee of the Community Outreach Committee.
- D. Director of Campus Activities shall:
 - i. serve as a liaison between Campus Activities Board and the SGA;
 - ii. perform their duties as stated in the Campus Activities Board constitution;
 - iii. act as the programming branch for the SGA.
- E. Director of Athletics shall:
 - i. shall work with members of the Athletic Department on joint projects;
 - ii. serve as one of the student representatives to the Intercollegiate Athletic Committee;
 - iii. serve as a member of the Student Spirit Group.
- F. Director of Student Groups shall:
 - i. address Student Groups' complaints and grievances;
 - ii. develop and host events to facilitate Student Groups' understanding of SGA policies;
 - iii. chair the Student Group Committee.
- G. Director of Legislative Affairs shall:
 - i. research legislation concerning higher education in the State Legislature;
 - ii. lobby on behalf of legislation concerning higher education;
 - iii. establish a presence for the Towson University students in the State Legislature;
 - chair the Legislative Affairs Committee
- H. Director of Fine Arts shall:
 - i. facilitate the cultural enrichment of the student body by utilizing different mediums.
 - ii. act as a liaison to the student body for the Center for the Arts, and actively promote the events that are held there;
 - iii. provide opportunities for students to display and showcase their collected art works.
- I. Greek Life Representative shall:
 - i. represent the Four Councils in the Greek Community to the SGA, and vice versa;
 - ii. they will be chosen by the Coordinator of Greek Life through an application and interview process and verified by the Student Senate.
- J. Sports Club Representative shall:
 - i. represent the Sports Club Organizations and Governing Body to the SGA, and vice versa;
 - ii. the Sports Club representative shall be selected by the Governing body of the Sports Club Organizations and verified by the Student Senate.
- K. Commuter Student Representative shall:
 - i. representation the commuter student population during General Assembly Meetings of the SGA.
- L. Residential Student Representative shall:
 - i. act as the sole voice and representation of the resident student population during General Assembly Meetings of the Student Government Association.
- M. Representative of Diversity shall:
 - i. to act as liaison between the Center for Student Diversity;
 - ii. represents and advocate for the diverse populations of Towson University;
 - iii. plan and promote diversity centered events.

SECTION TWELVE – Higher Education Liaisons:

- A. University System of Maryland Student Council (USMSC) shall:
 - i. have two (2) representatives chosen to represent Towson University to the University System of Maryland Student Council;
 - ii. these representatives will be chosen through an application and interview process and selected by the Associate Vice-President for Campus Life.
- B. Maryland Higher Education Commission Student Advisory Council (MHEC SAC) shall:
 - i. have one (1) representative chosen to represent Towson University to the Maryland Higher Education Commission Student Advisory Council;
 - ii. these representatives will be chosen through an application and interview process and selected by the Associate Vice-President for Campus Life.

Lines of Succession

SECTION THIRTEEN – If the SGA President is removed or leaves office for any reason he/she shall be replaced by the Vice President.

SECTION FOURTEEN – If the Vice President is removed or leaves office for any reason he/she shall be replaced by the Student Senate President *Pro Tempore*.

SECTION FIFTEEN – If the Treasurer is removed or leaves office for any reason he/she shall be replaced on an acting basis by the Chair of the Appropriations Committee until a new appointment by the president can be made. This appointment must be approved by the Senate. Should the election of the new treasurer fall within the thirty [30] day period the Chair of the Appropriations Committee will continue as Treasurer until the election.

SECTION SIXTEEN – If the Attorney General is removed or leaves office for any reason he/she shall be replaced on an acting basis by the Chair of the Government Operations Committee until a new appointment by the president can be made. This appointment must be approved by the Senate. Should the election of the new Attorney General fall within the thirty [30] day period the Chair of the Government Operations Committee will continue as Attorney General until the election.

SECTION SEVENTEEN – If the Chief of Staff is removed or leaves office for any reason he/she shall be replaced by the president until the President makes an appointment for the position. This appointment must be approved by the Senate.

Term Conditions

SECTION EIGHTEEN – The term of the Executive Board shall end at noon on the first Monday in May after inauguration and the terms of their successors shall then begin.

SECTION NINETEEN – No member of the Student Government Association of Towson University Executive board may be a senator.

Article III JUDICIAL

The Student Judicial Branch

SECTION ONE – Judicial Governance The Judicial Review Board will be the main governing body for judicial files made towards student groups. The role of the judicial review board is to hold student groups accountable when rules are broken.

SECTION TWO – Judicial Review Board Role The Judicial Review Board shall adjudicate such cases of alleged misconduct of SGA affiliated or budgeted student organizations accused of violating a student group policy.

SECTION THREE – Judicial Review Board System The Judicial Review Board system shall be composed of Judicial Review Board Justices, Judicial Review Board Chief Justice, and Judicial Review Board Advisor. The advisor of the Judicial Review Board shall be the Attorney General of the SGA.

SECTION FOUR – Judicial Review Board Members Members of the Judicial Review Board shall consist of seven Justices elected at large by the student body during the SGA general elections. No member of the Judicial Review Board may be an SGA Officer or an SGA Senator.

SECTION FIVE – Justices Each Justice shall serve a one year term based on the academic calendar. All Justices, at the time of their election shall be students at Towson University in good standing with a minimum Cumulative GPA of 2.5. All justices at the time of election must remain enrolled students in the University and in good standing for the entire term. Failure to comply with these rules may result in removal of position.

SECTION SIX – Responsibilities of the Judicial Review Board It is the role of the Judicial Review Board to contact the group in violation by sending a certified letter to the organizations President, informing the group by phone, and meeting the person in which the charges relate to in person.

SECTION SEVEN – Judicial Review Board Chief Justice At the beginning of each term, the Chief Justice shall be nominated among the seven elected Justices. The Justice wins the nomination with a two-thirds vote of the review board. In the event of a tie, the Attorney General will have a vote.

SECTION EIGHT – Powers and Duties of Chief Justice The Chief Justice shall:

- A. be responsible for the operation of the Judicial Review Board;
- B. be an effective liaison between the Student Senate and the Student Judicial Board;
- C. serve as presiding officer of Judicial Board proceedings.

Student Body Chief Justice

SECTION NINE – Student Body Chief Justice The Student Body Chief Justice shall be elected by the Student Body at-large, and is considered a Student Body Officer. Candidates for election as Student Body Chief Justice must have served as a Judicial Assistant and as a Judicial Board member. If no student meets these qualifications, then any sitting member of the Judicial Board will become eligible.

SECTION TEN – Power And Duties The Student Body Chief Justice shall:

- A. serve as presiding officer of Judicial Board proceedings;
- B. be an effective liaison between the Student Senate and the Student Judicial Review Board;
- C. serve as presiding officer of Judicial Review Board proceedings;
- D. perform additional duties as required in the Student Body Bylaws.

SECTION ELEVEN -- Line Of Succession If the Student Body Chief Justice is removed or leaves for any reason the current student body Justices will elect among themselves a new Chief Justice. Once a new Chief Justice is selected the Judicial Review Board shall nominate a new Justice. This Justice must be voted into the Judicial Review Board by a two-thirds vote of the Board and approved by a majority vote of the Student Senate.

Punitive Powers of the Senate/Procedures for Impeachment

SECTION TWELVE - Special Resolution:

- A. **Scope of Punitive Powers** The punitive powers rest solely with the Student Senate and shall extend to all elected and appointed officials of the Student Government Association. No resolution for impeachment shall be subject to the veto of the Student Body President.
- B. **Specific Charges for Impeachment**
 - i. **Charges Generally** a Senator or Executive Officer of the SGA may be impeached based on the following charges explicitly defined by this article.
 - ii. **Abuse of Power** The charge of Abuse of Power shall apply to cases in which the execution of an official power has been in a manner inconsistent with its just purpose or fair use, to the detriment of the Student Body or the Student Government.
 - iii. **Neglect of Duty** The charge of Neglect of Duty shall apply to cases in which an official is in gross dereliction of legislative duty or willfully failed to execute a specific duty to the best of his or her ability.

The scope of Neglect of Duty shall include the roles and powers outlined in this Constitution and its Bylaws.

- iv. **Breach of Ethical Duty** The charge of Breach of Ethical Duty shall apply to cases in which an official is responsible for moral turpitude detrimental to the reputation of the Student Government Association and/or Towson University and its constituents.
- C. **Form of Formal Charges** All formal charges of impeachment shall be introduced into the Student Senate in the form of a Special Resolution containing a Bill of Charges, in a context appropriate to the official status of the accused official and the sanction sought. Such a Senate Resolution must clearly state the sanction sought against the official.
- D. **Bills of Charges** A Bill of Charges shall be a resolving clause listing each charge alleged against an official and the specifications thereto. Any bill of charges lacking clearly defined charges and sustainable specifications shall be out of order.
- E. **Introduction of Formal Charges** All Special Senate Resolutions shall be filed pursuant to Senate Rule with either:
 - i. the sponsorship and signatures of a minimum of three [3] Senators;
 - ii. a petition of 500 Towson University full-time fee paying undergraduate students;
 - iii. the sponsorship of the President of the Senate;
- F. **Notification of Charges** As soon as practical following filing of the Special Resolution and Bill of Charges, the Senate President shall notify the accused official by written statement, which shall include the resolution in full by hand delivery. The Senate President shall also make available the Special Resolution to all Student Government officials as soon as practical.
- G. **Impeachment Trial**
 - i. **Date of Trial** The trial of an impeached Student Government Official shall occur on the date no more than five [5] Academic Days hence the Special Resolution was filed, in the event the Senate President finds such would enable the impeached official to attend. Should an impeached official fail to attend, the trial shall be conducted in absentia.
 - ii. **Structure of Trial**
 - a) upon filing of the Special Resolution the Senate must convene at a time separate from the normal legislative session and shall be a closed session;
 - b) the President Pro Tempore must preside over the impeachment trial;
 - c) Should the President Pro Tempore be unavailable or the one facing impeachment and/or removal from office, the Chief Justice shall reside over the impeachment hearing;
 - d) no more than two [2] signatories of the Special Resolution shall formally present the Special Resolution to the Senate including evidence and witness testimony;
 - e) the accused official shall then respond to the charges, cross examine all accusers and call witnesses on his or her own behalf;
 - f) the Senate as a whole may question the accused or any witnesses that may be summoned.
 - iii. **Senate Debate**
 - a) following the hearing of evidence, the accused shall then be asked to leave the room and the Senate shall enter into deliberations;
 - b) Senators shall have unlimited debating privileges during deliberations according to Robert's Rules of Order as long as deliberations remain relevant to the current impeachment.
 - iv. **Impeachment**
 - a) voting shall be done by confidential ballot;
 - b) when voting is completed, the meeting shall be opened and the President shall immediately announce the result of the vote before the Senate;
 - c) an impeached official shall only be convicted by a two-thirds [2/3] majority of the Senate;
 - d) removal from Office shall be invoked by conviction in an impeachment trial. No removal from office shall carry with it a ban on future service.
- H. **Miscellaneous Punitive Powers**
 - i. **Resignation** All Student Government Officials shall be permitted to resign their office in writing. Such resignation shall be effective at the date specified by the resignation.
 - ii. **Exclusivity** Except as provided elsewhere in these statutes for discipline within agencies, the provisions of this article shall exclusively contain processes for termination of any Student Government Office.

Appeals Process

SECTION THIRTEEN – Appeals The appeals process may be utilized in cases of disagreement with the Student Senate’s mandate.

A general student or a Senator may call for an appeal if they feel the Student Senate unjustly rendered a decision on a piece of legislation. Upon appeal of legislation the Chief Justice will convene the Judicial Review Board to determine if the appeal is worthy of being presented to the Student Senate. If the Judicial Review Board decides that the appeal merits presentation then the Student Senate will re-evaluate the legislation at the next General Assembly meeting of the Student Government Association. If the Student Senate chooses to uphold its previous decision then the legislation may be appealed a second and final time.

During the final review of the legislation by the Judicial Review Board a decision for a second reevaluation is made. If the decision merits a second reevaluation by the Student Senate the Chief Justice shall act as a council for the individual requesting the review. The Student Senate shall revote after a presentation by and cross-examination of the Chief Justice. If the Student Senate chooses to uphold its decision the decision is final and then must be appealed to the Associate Vice President of Campus Life or the Vice President of Student Affairs.

Term Conditions

SECTION FOURTEEN – The term of the Justices and Chief Justice shall end at noon on the first Monday in May after inauguration and the terms of their successors shall then begin

SECTION FIFTEEN – No member of the Student Government Association of Towson University Judicial branch may be a senator.

Article IV

We, the Towson University Community, in order to foster an environment of scholarship and mutual disdain for academic dishonesty, hereby commit ourselves to uphold the principles of honor, integrity, and moral responsibility. As a community we deem it necessary:

- to cultivate within each member these principles which will be adhered to throughout one's life;
- to create trustworthy members of the community by placing trust in them;
- to prevent any student from gaining an unfair advantage through dishonesty.

Furthermore, it is the responsibility of the members of the Towson University Community:

- to exercise judgment in accordance with these principles;
- to encourage fellow members of the community to uphold these principles;
- to conduct themselves in a manner consistent with the Code of Student Conduct.

Article V STUDENT BODY BYLAWS

The Student Body Bylaws shall be a supplemental document of the Constitution and shall require passage by a three-fourths majority vote of the Student Senate.

Article VI ELECTION PROCEEDINGS

SECTION ONE – The times, manner and places of holding elections shall be prescribed by law and the Senate shall judge the elections and the qualifications of its own members. This shall be maintained by the election commission.

SECTION TWO – The election policy shall require approval of 2/3 majority vote of the senate and shall be approved before the end of the fall semester.

Article VII AMENDMENTS TO THE STUDENT GOVERNMENT CONSTITUTION

All amendments to this SGA Constitution shall require:

- A. a two-thirds majority vote of the Student Senate, and
- B. to be brought to the administration for review and presented to the advisors;
- C. approved by majority vote of at least 1000 members of the Student Body voting community.

Student Government Association

Constitutional By-laws

I. The Legislative Branch

Standing Rules of the Senate

RULE ONE – The Student Senate shall:

- A. Complete a minimum of five office hours per business week.
- B. Convene Weekly on Tuesdays at 5:00 p.m.
- C. Act as a liaison between Student Organizations and the Student Senate.
- D. Advocate for the student body through presentation of legislation.
- E. Be able to maintain a GPA of 2.5.
- F. Serve as a member of Appropriations Committee or the Government Operations Committee.
- G. Serve on at least one Directorial Committee.
- H. Attendance is required at all General Assembly meetings of the Student Senate.
- I. Attendance is required at Ad Hoc Committee meeting established by the Vice President.
- J. Voting power must be exercised in all legislative sessions unless there is evident conflict of interest.
- K. Investigate and enforce any expulsions of Student Organizations due to breach of SGA or University policies.
- L. Approve and uphold constitutions of Student Organizations.
- M. Approve all Presidential nominations for the Executive Cabinet, Senate, and the University Senate by a two-thirds vote of the entire Senate.
- N. Attendance is required at Student Group Summit, FSC, FAC, Treasurer's Workshop, and Budget Hearing.

RULE TWO – Senate Committee Duties

Government Operations Committee – Senators who serve on the Government Operations Committee must:

- A. Attend weekly meetings established by the chair to discuss and give recommendations on constitutions and resolutions for the next General Assembly meeting of the Student Senate.
- B. Voting power must be exercised in all closed-door meeting of the Government Operations Committee. In case of a split vote the chair will decide upon a recommendation.
- C. Heed advice of the Attorney General, an ex-officio member of the Government Operations Committee, in making decisions upon legislation.
- D. Present recommendations on request of the Vice President in General Assembly meetings of the Student Senate.

Appropriations Committee – Senators who serve on the Appropriations Committee must:

- A. Attend weekly meetings established by the chair to discuss and give recommendations on senate bills and budget changes for the next General Assembly meeting of the Student Senate.
- B. Voting power must be exercised in all closed-door meeting of the Appropriations Committee. In case of a split vote the chair will decide upon a recommendation.
- C. Heed advice of the Treasurer, an ex-officio member of the Appropriations Committee, in making decisions upon legislation.
- D. Present recommendations on request of the Vice President in General Assembly meetings of the Student Senate.
- E. Strictly follow FAC policy when deciding upon recommendations for legislation.

RULE THREE – Rules Committee

The rules committee will have senate representation and will be the body responsible to the review and editing of official SGA documents. This includes but is not limited to the SGA Constitution and its bylaws, the financial policies, and the election policies. This committee will be chaired by the *President Pro Tempore*.

RULE FOUR – Directorial Committees

- A. Academic Affairs Committee shall:
 - i. promote academic involvement.
- B. University Communications Committee shall:
 - i. convene weekly, or whenever the Director of University Communications deems necessary.
- C. Community Outreach Committee shall:
 - i. convene weekly, or whenever the Director of Community Outreach deems necessary.
- D. Student Group Committee shall:
 - i. convene weekly, or whenever the Director of Student Groups deems necessary.
- E. Legislative Affairs Committee shall:
 - i. convene weekly, or whenever the Director of Legislative Affairs deems necessary;
 - ii. participate in the planning and organization of Tiger Pride Day;
 - iii. help the Director of Legislative Affairs research and publish the Towson University SGA’s Legislative Agenda.

RULE FIVE – Legislation Generally:

- A. **SGA Budget Bill.** Legislation that establishes or modifies the SGA budget.
- B. **Finance Bills.** Legislation that authorizes or instructs the expenditure of funds. This includes allocating supplemental funds to budgeted and affiliated organizations. This money is used for the purchasing of goods for the operation and exploitation of their organizations.
- C. **Budget Changes.** Legislation that authorizes a change in funds of a student organization’s previously approved budget, if the budget change request is less than five hundred dollars (\$500.00).
- D. **Senate Bill.** Legislation concerning amendments to the SGA by-laws. Senate Bills also establish the SGA position on State and Federal legislation concerning issues affecting Students in Higher Education.
- E. **Special Resolutions.** Legislation that concerns the impeachment of officers within the Executive or Legislative Branch. Special resolutions will also concern the nomination of Senators to the transfer and freshman senator positions. Special resolutions will also nominate potential replacements to vacancies in the Student Senate.
- F. **Constitutions.** Legislation concerning the establishment of a governing document which establishes a new student organization. Passage of this legislation endows the organization with SGA affiliation.

RULE SIX – Senate Procedure:

- A. Order of Business:
 - i. Call to Order
 - ii. Roll Call
 - iii. Approval of the Minutes
 - iv. Amendments to the agenda
 - v. Guest Speakers
 - vi. Communication from Officers and Cabinet
 - vii. Public Participation
 - viii. Committee Reports
 - ix. Unfinished Business
 - x. Special Committees
 - xi. New Business
 - xii. Advisors Remarks
 - xiii. Announcements
 - xiv. Adjournment
- B. Method of Order: Meetings will be conducted according to Roberts Rules of Order.

RULE SEVEN – Meeting Attendance:

- A. The SGA shall assemble once every week during the Fall and Spring semesters of the legislative term. No SGA member may miss more than 5 weekly meetings, or 3 consecutive meetings, without the prior approval of the Executive Board. The SGA Administrative Assistant is to keep a record of all minutes for each meeting, which will be readily available to any Towson University Student.

II. The Executive Branch

Student Body Officers

RULE ONE – SGA President The Student Body President shall:

- A. ensure the faithful execution of all acts of the Senate, these By-laws, and the Constitution;
- B. facilitate the transmittal of information between the administration and the SGA;
- C. recommends students for appointment to university committees and boards in all cases.
- D. encourage the Senate, through its standing committees, to investigate the issues of student concern.
- E. coordinate the selection of delegates for any conferences the SGA may occasionally attend.
- F. sit on the Council of Student Leaders, Board of Visitors, the Executive Board of the University Senate, the Board of Directors for the Alumni Association, The Resource Planning Advisory Committee, any special committees designated by the President of Towson University;
- G. attend meetings of the Greater Towson Council of Community Association, unless other designee is identified;
- H. meet monthly with the President of Towson University, and the Vice President for Student Affairs;
- I. meet weekly with the Associate Vice President for Campus Life;
- J. assist in choosing a nomination for Student Regent;
- K. nominate directors to the cabinet;
- L. complete a minimum 20 office hours each week.

RULE TWO – Vice President The Vice President shall:

- A. develop and chair the new Senator selection committee;
- B. coordinate and arrange Senator applications and interviews;
- C. have semesterly meetings (one-on-ones) with individual Senators;
- D. assess Senator performance and evaluations;
- E. coordinate new Senator training;
- F. complete a minimum of 20 office hours a week.

RULE THREE – Treasurer The Treasurer shall:

- A. serve on Financial Policy Committees;
- B. review the governing Financial Policy of the SGA semesterly;
- C. keep and maintain financial records for Student Groups;
- D. schedule FAC meetings;
- E. act as an advisor during Budget Hearings;
- F. complete a minimum of 15 office hours a week.

RULE FOUR – Attorney General The Attorney General shall:

- A. advises prospective organizations in constitution formation;
- B. distribute revisions of current constitutions;
- C. aide student organizations in their request of grant funds;
- D. advise the Executive Board on the formulations of new grants;
- E. complete a minimum of 10 office hours a week.

RULE FIVE – Chief of Staff The Chief of Staff shall:

- A. provide a weekly statement of Executive Board initiatives and agendas;
- B. have semesterly one-on-one meetings with the Directors;
- C. aide the SGA President in selecting the Directors;

- D. coordinate and plan the Town and Gown clean-up;
- E. coordinate and plan the SGA Open House;
- F. coordinate and plan emergency events and services (i.e. vigils, crisis response);
- G. release statements on behalf of the President;
- H. keep a transcript of Executive Board meetings;
- I. schedule cabinet meetings;
- J. oversee SGA expenditures;
- K. complete a minimum of 10 office hours a week.

RULE SIX – Cabinet Composition

- A. Director of Academic Affairs shall:
 - i. act as the official liaison between the SGA and University Senate.
- B. Director of University Communications shall:
 - i. be responsible for (On the Prowl, Street Team, updating the SGA website, writing and sending the Student Group email, communications with the Towerlight and updating the kiosks);
 - ii. appoint a webmaster that is responsible for the maintenance and updating of the SGA website.
- C. Director of Community Outreach shall:
 - i. coordinate and organize the SGA's involvement, as well as student group involvement, in community service projects such as Light the Night and Relay for Life;
 - ii. be a resource to Student Groups for opportunities in community service.
- D. Director of the Campus Activities shall:
 - i. provide a programming seminar for Senators;
 - ii. act as a resource for Senator programming;
 - iii. plan and implement broad section programming for the SGA.
- E. Director of Athletics Affairs shall:
 - i. disseminate important dates and initiatives within the Athletic Department to the SGA;
 - ii. plan and implement programs to increase student attendance at sporting events;
 - iii. coordinate and plan the Pep Rally.
- F. Director of Student Groups shall:
 - i. coordinate and organize two Student Group Summits each semester;
 - ii. coordinate and organize a minimum of three Sofa Series events each semester;
 - iii. be responsible for organizing office space for Student Groups;
 - iv. monitor the Student Group responsibilities for each Senator.
- G. Director of Legislative Affairs shall:
 - i. organize and coordinate Tiger Pride Day annually;
 - ii. meet monthly with the Assistant to the President for Governmental Relations;
 - iii. produce and publish Towson University SGA's Legislative Agenda annually;
 - iv. coordinate communication to legislators regarding higher education legislation affecting Towson University students;
 - v. coordinate education information sessions regarding advocacy efforts for student groups;
 - vi. act as a resource for student groups advocating in the state capitol.
- H. Director of Fine Arts shall:
 - i. research and explore the presentation of art exhibitions on campus;
 - ii. facilitate, in conjunction with the Center for the Arts, a festival for the students to showcase their artistic talent.
- I. Greek Life Representative shall:
 - i. facilitate opportunities for SGA and Greek life co-sponsored events;
 - ii. prepare and provide a report to the Student Senate regarding Greek life events and updates from the Greek community;
 - iii. present legislation regarding Greek interests;
 - iv. prepare and publish the Greek Life Newsletter to facilitate communications between the Greek Community and the Student Body;
 - v. coordinate the participation of the Greek Community in campus events.
- J. Sports Club Representative shall:
 - i. facilitate opportunities for SGA and Sports Club Organization co-sponsored events;
 - ii. prepare and provide a report to the Student Senate regarding Sports Club Organizations events and updates from the SCO community;
 - iii. present legislation regarding Sports Club interests;
 - iv. coordinate the participation of the Sports Club in campus events.

- K. Commuter Student Representative shall:
 - i. be nominated by the Commuter Student Organization and verified by the Student Senate;
 - ii. work jointly with the Office of Off-Campus Student Services to strategically plan and delineate the needs of the commuter student population;
 - iii. present legislation strictly pertaining to the commuter student demographic;
 - iv. attend meetings of the Greater Towson Council of Community Associations to advocate for commuter students rights;
 - v. assist in the development and coordination of all Town & Gown Clean-Up initiatives;
 - vi. perform any duties as stated in the Commuter Student Organization Constitution and any other duties deemed necessary by the SGA President.
- L. Residential Student Representative shall:
 - i. be nominated by the University Residence Government and verified by the Student Senate;
 - ii. work jointly with the Housing and Residence Life Administration to strategically plan and delineate the needs of the resident student population;
 - iii. present legislation strictly pertaining to the resident student demographic;
 - iv. perform any duties as stated in the University Residence Government Constitution and any other duties deemed necessary by the SGA President.
- M. Residential of Diversity shall:
 - i. Plan and promote diversity centered events at Towson University;
 - ii. Submit legislation pertaining to but is not limited to Towson University diversity and diversity initiatives.

RULE SEVEN – Cabinet Work Requirement

- A. All directors shall complete a minimum of 10 office hours a week.

RULE EIGHT – Higher Education Liasions

- A. University System of Maryland Student Council (USMSC) shall:
 - i. the representatives will be requires to sit on and attend meetings of the Legislative Affairs Committee;
 - ii. attend Monthly, or as the USMSC determines, meetings;
 - iii. prepare and provide a report to the Senate at the first meeting following the meeting of the USMSC;
 - iv. the USMSC Representatives may be a members of the Senate;
 - v. the USMSC Representatives shall follow all duties and bylaws outlined by the USMSC Constitution.
- B. Maryland Higher Education Commission Student Advisory Council (MHEC SAC) shall:
 - i. the representative will be requires to sit on and attend meetings of the Legislative Affairs Committee;
 - ii. attend Monthly, or as the MHEC SAC executive chairperson determines, meetings;
 - iii. prepare and provide a report to the Senate at the first meeting following the meeting of the MHEC SAC;
 - iv. the MHEC SAC Representative may be a member of the Senate;
 - v. the MHEC SAC Representative shall follow all duties and bylaws outlined by the MHEC SAC Constitution.

III. Judicial Branch

The Student Judicial Branch

RULE ONE – Chief Justice

- A. attend weekly SGA meetings;
- B. report to the President of the SGA through an “opinion of the board”;
- C. advise student groups of the process when they are charged with an offense;
- D. report to the Senate decisions made regarding student groups in violation.

RULE TWO – Justices

- A. decide the punishments for each case;

- B. meet regularly to discuss cases on the docket;
- C. research the charges brought against each group;
- D. compose an explanation of reasons for which a decision was made.

RULE THREE – Student Group Sanctions

- A. after informing a group of the allegations against them the Judicial Review Board must meet with in fourteen days;
- B. the President of the student group in violation must attend the meeting. Other representatives that may be called into this meeting on behalf of the President;
- C. if no representative is present during the meeting, the Judicial Review Board has the right to review the accusations, and to discipline the organization at their discretion;
- D. the judicial Review Board hold the right to implement any penalties deemed fit and fair;
- E. the members of the Judicial Review Board must reach a majority in order to issue a sanction to the group in violation.

The Student Bill of Rights

We the students establish that these rights and privileges are endowed to every Towson University student.

- 1.** Every Towson University student has the right to participate in the open exchange of ideas; as set forth in the U.S. Constitution, including free speech, expression, petition and peaceful assembly, and there shall be no university or administrative rule that infringes upon these rights, unless previously stipulated in the University's established *Time, Place and Manner Policy*.
- 2.** Every Towson University student has the right to personal privacy and property; except when otherwise provided by law or the University's *Code of Conduct*, and these rights will be observed by both students and University authorities alike.
- 3.** Every Towson University student has the right to protest any policy or procedure that is established or revised without the contribution and consideration of Towson University students in the academic community.
- 4.** Every Towson University student shall be free from punitive action by University officials for any violations of either civil or criminal law off campus; except when such a violation is also determined to be a violation of provisions stipulated in the Towson University *Policy on Off-Campus Disorderly and Disruptive Conduct*.
- 5.** Every Towson University student has the right to participate in any and all areas and activities of the University, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status in accordance with applicable federal and state laws.
- 6.** Every Towson University student subject to disciplinary action arising from violations of either the Towson University *Code of Conduct* or the Towson University *Academic Integrity Policy* shall be assured a prompt and fair process, as set forth by the Towson University *Code of Conduct*.
- 7.** Every Towson University student has the right to be recognized as members of the student body, endowing with all the privileges of a student, including the use of all university services and facilities.
- 8.** Every Towson University student has the constitutional rights and responsibilities of any citizen under the law and therefore, an inherent responsibility to respect the rights of every other member of the University community.
- 9.** Every Towson University student has the right to expect that any and all academic and non-academic processes will be periodically open to review.
- 10.** Every Towson University student has the right to participate in the formulation and application of institutional policy affecting both academic and non-academic student affairs. The student's participation shall include but is not limited to the right to gain access to information, express views, and have these views considered.
- 11.** Every Towson University student has the right to be represented by a democratic Student Government Association.
- 12.** Every Towson University student has the right to organize and join associations in order to promote common interests.
- 13.** Every Towson University student has the right to obtain a clear statement of basic rights, obligations, and responsibilities concerning both academic and nonacademic student conduct.
- 14.** Every Towson University student shall be protected from ex post facto regulations.