CONSTITUTION

Preamble
We, the students of High Point University, in order to promote community, to embody the principles of democracy, to practice leadership and governance, and to serve the University community, do hereby ordain and establish this constitution for the Student Government Association of High Point University.

Article I: Name
The association shall be called the Student Government Association (SGA) of High Point University.

Article II: Purpose
The purposes of this organization shall be to develop honor and self-control; to encourage wholesome ideals and personal responsibility; to exercise those executive, legislative, judicial, and social responsibilities vested in the Student Government Association; to enhance the quality of campus life; to encourage community on campus; to budget and administer resources; to appropriate funds, where deemed appropriate, to campus organizations and other campus activities; and to facilitate open and effective communication among students, faculty, staff and administrators at High Point University.

Article III: Organization
The Student Government Association shall be composed of the Executive Council (EC) and three boards: the University Community Affairs Board; the Student Senate; and the Judicial Board.

Article IV: Powers
Section I. The executive powers of the Student Government Association shall be vested in the Executive Council (EC).

Section II. The University Community Affairs Board shall encourage community on campus and shall assist the University in assessing and improving the quality of campus life.

Section III. The Judicial Board shall exercise the judicial powers vested in the Student Government Association and shall assist the University in establishing and assessing effective judicial systems.

Section IV. The Student Senate shall conduct elections; confirm appointments; install and remove, where appropriate, officers and justices; exercise legislative powers; and administer the funds of the Student Government Association.
Article V: Representation

All day students shall be represented directly by the Student Government Association. All graduate and undergraduate students shall be represented indirectly by the Student Government Association. All day students may attend all regular and called meetings of any board of the Student Government Association except that judicial hearings administered by the Judicial Board may be closed. Although meetings of the Executive Council are closed, any student may request an audience with the Executive Council.

Article VI: Executive Council

Section I. Members. The Executive Council of the Student Government Association shall be composed of the following members:

Elected Members. The following members of the Executive Council of the Student Government Association shall be elected by the day students of High Point University, except the Executive Vice President who is elected by the Student Senate:

1. President
2. Executive Vice President
3. Secretary
4. Treasurer

Appointed Members. The following members of the Executive Council of the Student Government Association shall be jointly recommended by the respective outgoing officer and the incoming President of the Student Government Association and shall be confirmed by both the elected members of the Executive Council and the Student Senate:

1. Judicial Vice President
2. Attorney General
3. Chief of Staff

Chairs of Standing Committees. The following members of the Executive Council of the Student Government Association shall be jointly recommended by the respective outgoing officer and the incoming President of the Student Government Association and shall be confirmed by both the elected members of the Executive Council and the Student Senate:

1. Academic Chair
2. Publicity Chair
3. Student Services/Diversity Chair
4. Technology Chair

Installation of Officers. The elected Executive Officers, appointed Executive Officers, and elected Class Officers of the Student Government Association shall be installed by the outgoing
Judicial Vice President after the votes have been tallied by the Attorney General, provided there are no appeals. The Student Justices shall be installed by the Attorney General. Installations will occur for both the President and the Executive Council at the last Student Government meeting of the spring semester unless a position is needed to be filled. Installation for class officers will occur during the first business meeting of the Fall Semester. Installation for Student Justices will occur during the Student Justice training session at the beginning of the fall semester.

**Oath of Office.** Before taking office, each member of the Executive Council, Class Officers, and Judicial Board Members shall take the following oath:

(Raise your right hand.) “I, ________________, do solemnly swear to uphold the Constitution of the Student Government Association of High Point University, the University Conduct Code, and the University Honor Code; and I swear to perform, to the best of my abilities, the duties and responsibilities of the office which I now assume.”

**Section II. Duties and Powers.** The members of the Executive Council of the Student Government shall have duties and powers, as indicated:

**President.** The President shall:
1. schedule weekly meetings and call special meetings of the Executive Council;
2. preside over meetings of the Executive Council;
3. report all activities and decisions of the Executive Council at all meetings of the Student Senate;
4. appoint, in collaboration with the outgoing Judicial Vice President and the remaining Student Justices, the new Judicial Vice President;
5. appoint, in collaboration with the outgoing Attorney General, the new Attorney General;
6. appoint, in collaboration with the elected members of the Executive Council and subject to confirmation by the Student Senate, all remaining appointed members of the Executive Council;
7. appoint, in collaboration with the full Executive Council and subject to confirmation by the Student Senate, all chairs of all standing committees of all boards, including Executive Council Chairs: Academic, Publicity, Student Services/Diversity, and Technology;
8. serve as President of the University Community Affairs Board;
9. have veto power over bills and resolutions, except that only a veto of a bill or resolution may be overturned by two-thirds override vote of the Student Senate;

10. present an Annual Report to the High Point University Administration detailing the activities of the Student Government Association before leaving office in the spring;

11. meet monthly with the Class Officers;

12. meet on a regular basis with the Executive Vice President and Judicial Vice President;

13. oversee and execute the Student Government Association Philanthropy event;

14. plan an Executive Council retreat to be held before the start of the Fall semester to plan for the year;

15. meet with the SGA advisor weekly;

16. ensure that all Student Government Association and its Boards may be listed on University calendars, major activities for the fall semester shall be planned before members of the Executive Council and chairs of standing committees leave campus in the spring.

**Executive Vice President.** The Executive Vice President shall:

1. serve as President of the Student Senate;

2. preside over meetings of the Student Senate;

3. maintain a history of all legislative action and forward a copy of bills involving appropriation of funds to the Treasurer of the Student Government Association, the Office of Student Life, and the High Point University Business Office;

4. oversee standing committees of the Student Senate;

5. appoint ad hoc committees of the Student Senate;

6. attend all Student Life Committee meetings;

7. enforce Roberts Rules of Order;

8. serve as a proxy for the President when designated;

9. assist the President with the preparation of the Annual Report.

**Judicial Vice President.** The Judicial Vice President shall:

1. serve as President of the Judicial Board;
2. preside over meetings of the Judicial Board;

3. coordinate all courts administered by the Student Government Association;

4. serve as the Hearing Chair for all courts;

5. appoint, in collaboration with the President and the Office of Student Conduct, all University Justices, with the President holding veto power over any nomination;

6. appoint, in collaboration with the Attorney General, a 3-5 person group of Student Justices to serve in his or her place when deemed necessary or appropriate by the Judicial Vice President or the Office of Student Conduct;

7. assist the Executive President when asked;

8. install the elected and appointed members of the Executive Council and the elected Class Officers;

9. assist the President with the preparation of the Annual Report.

Secretary. The Secretary shall:
1. record all action of the Executive Council;

2. record all action of the Student Senate;

3. file a copy of each successful bill and each successful resolution in the files of the Student Government Association;

4. correspond on behalf of the Student Government Association;

5. attend all Student Life Committee meetings;

6. assist the President with the preparation of the Annual Report.

Treasurer. The Treasurer shall:
1. monitor all funds of the Student Government Association;

2. keep official records of all receipts and expenditures;

3. make financial reports at meetings of the Executive Council and Student Senate;

4. organize and administer all income-generating activities;

5. submit all bills which have been either passed by the Senate and approved by both the SGA President and Advisor or overridden by the Senate to the University Business Office no later than 3 academic business days (business days in which classes are in
session) after the bill is passed or overridden;

6. coordinate the Budget Defenses at the desired time;

7. review and approve, in collaboration with appropriate University officials, all contracts entered into by the Student Government Association, the Executive Council, or the separate Boards;

8. assist the President with the preparation of the Annual Report.

**Attorney General.** The Attorney General shall:

1. adjudicate legal matters involving the Executive Council or the separate Boards of the Student Government Association;

2. appoint, in collaboration with the Judicial Vice President, a 3-5 person group of Student Justices to serve in his or her place when deemed necessary or appropriate by the Attorney General or Office of Student Conduct;

3. prosecute cases assigned to the University Conduct Court or the University Honor Court, and coordinate and oversee prosecution as the Hearing Officer;

4. check for eligibility on all elected officers, officials, Justices, and Senators;

5. conduct all elections;

6. enforce dress code;

7. install new members: Student Justices, Honor Council;

8. assist the President with the preparation of the Annual Report.

**Chief of Staff.** The Chief of Staff shall:

1. organize and distribute all written communication and other information for the Student Government Association Executive Council to the members of the Student Senate, and the Presidents and Advisors of the chartered organizations;

2. copy and prepare all bills and resolutions for the Executive Council and Senators for all Student Government Association Student Senate meetings each semester;

3. upload all bills, resolutions, and other important documents to the High Point University Student Government Association website in a timely manner;

4. recommend Senators to serve on standing committees, who shall be approved and appointed by the chairs of standing committees;

5. serve as a personal advisor and assistant to the President;
6. assist the President and Executive Vice President with the planning and preparation of the Executive Council training session and retreat and with the planning and preparation of the mandatory Senate Refresher meeting;

7. assist the Treasurer with the planning, preparation, and execution of Budget Defenses when necessary;

8. assist the Technology Chair with updating and maintaining the High Point University Student Government Association website when designated;

9. assist members of the Executive Council in the completion of other special projects when designated;

10. plan and coordinate the Student Government Association Inauguration Ceremony;

11. assist the President with the preparation of the Annual Report.

Academic Chair. The Academic Chair shall:
1. meet regularly, as deemed necessary, with the Provost of High Point University;
2. chair a committee consisting of students from each school at High Point University;
3. field questions and general inquiries from students and senators as they pertain to academics;
4. solicit improvements regarding High Point University’s academic programs;
5. serve as ex officio on the following faculty committees: Academic Planning Committee, Educational Policies Committee / University Curriculum Committee.

Publicity Chair. The Publicity Chair shall:
1. promote Student Government Association events including: Senate meetings, individual Student Government Association organizations’ events, and campus events;
2. promote events in accordance with the High Point University mission, purpose, and image to better the well-being of the University community;
3. manage all Student Government Association social networking tools;
4. work in collaboration with the Technology Chair.

Student Services/Diversity Chair. The Student Services/Diversity Chair shall:
1. work with the SGA President to develop a forum in Senate meeting for concerns that do not fall under the realm of the other chairs in the Executive Council;
2. meet with the appropriate Administrators to efficiently and effectively handle the respective concerns;

3. work with the Publicity Chair to encourage students who are not Senators to bring their concerns to the Student Senate;

4. be aware of services students are eligible to receive at High Point University and report on this information to the Student Senate;

5. oversee diversity initiatives on High Point University’s campus.

_Technology Chair._ The Technology Chair shall:
1. update the Student Government Association website on a regular basis;

2. keep track of all voting technology;

3. tabulate and keep record of all votes that take place in the Student Senate;

4. upload all bills and important documents to the Student Government Association website;

5. work with the Publicity Chair.

**Section III. Expectations of the Executive Council.** In addition to the duties of each Executive Council position, the following should also be expected of each Executive Council member:

1. attend all Executive Council and Student Senate meetings;

2. uphold the High Point University Student Government Association Constitution, University Honor Code, and University Conduct Code;

3. serve as a positive representative of High Point University.

**Article VII: Class Officers**

**Section I. Members.** Each class shall be composed of:

1. one President of each of the four classes;

2. three Class Representatives from each of the four classes.

**Section II. Class Officer Responsibilities.**

1. hold at least (1) service event per academic year;

2. hold at least one (1) fundraising event per academic year to create a fund for the senior gift;
3. attend and support the events of other classes;

4. attend a meeting of all Class Officers monthly with the President of the Student Government Association;

5. in the event of any openings in Class Officer positions, the current Class Officers shall be vested with the powers to appoint individuals to fill the vacancy(ies);

   a. said appointments are subject to ratification by a majority of the Executive Council and may be overturned by a two-thirds vote of the Student Senate;

6. attend all Student Government Association meetings;

7. uphold the High Point University Honor and Conduct Codes;

8. uphold the High Point University Student Government Association Constitution;

9. any other duties assigned by the President of the Student Government Association.

Section III. Senior Class Officer Responsibilities: In addition to the responsibilities above, the Senior Class Officers will have the following responsibilities:

1. meet monthly with the SGA President to give an update on the status of the senior class gift and senior events;

2. meet on a regular basis with the Alumni Association and Annual Giving Office to plan for senior events and senior gift.

Article VIII: The Student Senate

Section I. Members. The Student Senate shall be composed of:

1. the Executive Vice President who shall serve as President of the Student Senate;

2. the President of each of the four classes;

3. three Class Representatives from each of the four classes;

4. the elected and appointed members of the Executive Council (ex officio);

5. all standing committee chairpersons appointed to the separate boards by the Executive Council. These boards shall consist of Academic, Publicity, Student Services/Diversity, Technology, and all others seen fit to enact at the discretion of the Executive Council;

6. the representatives of all duly recognized campus organizations who shall be known as Senators.
Section II. Voice. Any student may participate in deliberations of the Student Senate, except that time limitations may be imposed by the President of the Student Senate. Such limitations may be overturned by a two-thirds vote of the Student Senate. The committee chairs are ex officio members of the Student Senate with voice and with vote. All other members of the Executive Council are ex officio members of the Student Senate with voice and without vote, except that the President of the Student Government Association rules in the case of a tie.

Section III. Quorum and Organizational Status.

1. for a vote to be taken, there must be a minimum of two-thirds of the active chartered organizations present at that time for quorum to be met;
2. for a vote to pass the Student Senate there must be a vote in favor of half present plus one;
3. for an organization to retain its active charter, an organization must have attended a minimum of five (5) scheduled meetings of the Student Senate during the previous semester.
   a. If an organization fails to attend at least five (5) regularly scheduled meetings of the Student Senate, said organization must go before a Charter Review Board of the Student Life Committee, which will have the power to impose sanctions or revoke the charter of/upon said organization.

Section IV. Duties and Powers. All legislative duties and powers, including but not limited to those stated below, shall be vested in the Student Senate, including the power:

1. to authorize all Student Government Association expenditures amounting to $100, or more, with the exception of the Discretionary Fund of the Student Government Association;
2. to confirm the appointment of non-elected members of the Executive Council;
3. to install Officers and Justices of the Student Government Association;
4. to fill vacancies which occur on the Executive Council during terms of office;
5. to impeach, where cause is established, members of the Executive Council and Student Justices;
6. to remove, where cause is established, chairs of standing committees;
7. to recommend, where cause is established, the impeachment of Officers.

Section V. Meetings.

1. the Student Senate shall meet at least bi-monthly, for a total of eight (8) meetings per semester;
2. following their election in the spring of each year, the Executive Council shall schedule regular meeting of the Student Senate for the upcoming year and provide a copy to the Vice President of Student Life and the Director of Student Activities so that meetings can be listed on the calendar of student activities;

3. special meetings may be called by the Executive Council of the Student Senate, as needed, provided notice is distributed to the membership at least 36 hours in advance of called meetings.

Section VI. Bill Material, Presentation and Submission Requirements.

1. a bill shall require a signature by the Senator, President, and Advisor of an organization;

2. a bill shall total more than $100 and be made out to the nearest dollar;

3. one Senator shall present the bill and they shall be dressed according to the dress code. The Senator that signed the bill shall present it;

4. the Senator that signs the bill is the **ONLY** one who may present the bill;

5. a bill shall be submitted by 5:00PM the Monday before the meeting they wish to present it;

6. an organization must have attended a minimum of five (5) of the scheduled meetings of the Student Senate during the previous semester in order to submit a bill request;

7. no bill shall be accepted for an event which has already taken place;

8. no bill for a University sanctioned trip, more than 5 miles away from the school shall be accepted unless an Advisor is clearly stated on the bill;

9. Advisor’s expenses can be submitted in an SGA bill to cover their costs for a trip;

10. a bill shall be submitted in the same semester as the event listed in the bill is occurring. No bill shall be accepted a semester early unless it meets the following criteria:

a. a bill may be presented in the preceding semester of the bill event if:

i. the event is group travel by air or rail of ten (10) or more students within the first sixty (60) calendar days of a semester;

ii. the event is an international trip;

iii. the event is before the first bill meeting of a semester or up to two weeks after the first bill meeting of a semester.

Section VII. Resolution Material, Presentation and Submission Requirements.
1. a resolution shall require the signatures by two (2) Senators;

2. a resolution shall express the will of Senators or the Senate but take no action, rather it will propose a solution or best possible outcome to a proposition;

3. two (2) Senators shall present the resolution and they shall be dressed according to the dress code. The Senators that signed the resolution shall present it;

4. the two (2) Senators that sign the resolution are the ONLY people who may present the resolution;

5. the resolution shall be submitted by 5:00PM the Monday before the meeting they wish to present it;

6. Senators may also propose a resolution during the “new business” portion of the Student Senate.
   
   a. A Senator shall address their proposition to the Senate in the form of a motion. If there is a second on the motion, the Senate shall discuss the resolution and then vote on the resolution. If the resolution passes the Senate, the Secretary shall create the formal resolution document for the President;

7. an organization must have attended a minimum of five (5) of the scheduled meetings of the Student Senate during the previous semester in order to submit a resolution.

Section VIII. Approvals & Vetoes for Bills & Resolutions.

1. If a bill is passed by the Student Senate, the Executive Vice President will record the date and amount on the Bill Signature Page (i.e. “Main Sheet”). The bill then moves on for approval by the SGA President and Advisor. The SGA President and Advisor may then take action on the bill, choosing to approve or veto the bill.

   a. If approved by both the SGA President and Advisor, the Treasurer shall submit the Bill Signature Page and a copy of the final approved bill to the Business Office no later than 3 academic business days after the bill is passed.

   b. If the bill is vetoed, the Senate may elect to override, which would require a two-thirds vote. If an override is successful, the Treasurer shall submit the Bill Signature Page and a copy of the final approved bill to the Business Office no later than 3 academic business days after the override is successful. If an override is unsuccessful, then the bill is defeated, or “dead,” and the Treasurer shall not submit the bill to the Business Office.

   i. If the bill is vetoed during the Senate meeting in which it was passed, the
Senate may elect to override the veto during that same meeting, but not at a later Senate meeting.

ii. If the bill is vetoed after the Senate meeting in which it was passed and before a week after it was passed, the Senate may elect to override the veto during the next Senate meeting, but not at a later Senate meeting.

2. If a resolution passes the Senate, the SGA President may take action to either approve or veto a resolution.

   a. If approved, the bill then moves on for approval by the Executive Vice President and Judicial Vice President. If approved by the SGA President, Executive Vice President, and Judicial Vice President, the President shall submit the resolution to the appropriate department on campus.

   b. If the President vetoes a resolution, the Senate may elect to override, which would require a two-thirds vote. If an override is successful, the resolution is then submitted to the appropriate department on campus. If an override is unsuccessful, then the resolution is defeated, or “dead.”

      i. If the President vetoes a resolution during the Senate meeting in which it was passed, the Senate may elect to override the President’s veto during that same meeting, but not at a later Senate meeting.

      ii. If the President vetoes a resolution after the Senate meeting in which it was passed and before a week after it was passed, the Senate may elect to override the President’s veto during the next Senate meeting, but not at a later Senate meeting.

3. The Senate may not call more than one override vote on a particular bill or resolution.

4. The President may only veto a bill or resolution that was passed during their term of office.

   a. If a bill or resolution is passed at the last Senate meeting of the academic year, the President may choose to veto, but it must occur on the floor of the Senate.

5. The Senate may not override a bill or resolution from a previous Senate (i.e. a previous academic year).

6. If a bill or resolution has not been signed by the SGA President or Advisor after one week of the date of passage by the Senate, the bill or resolution is automatically approved, and shall move to the next appropriate step of an approval.
Section IX. Budget Request, Submission and Presentation Requirements. In order for an organization to submit and present a budget:

1. the organization must have attended a minimum of five (5) of the scheduled meetings of the Student Senate during the current semester;

2. the organization must submit their budget on time, sign-up to defend their budget, and be present to defend their budget to the Executive Council;

3. the organization must submit a budget in the correct format with the signature of their Advisor, President, and Senator;

4. the SGA Senator must attend at least one SGA refresher during the previous semester to submit a budget unless no refreshers are held;

5. the organization submitted, along with budget request, the SGA document for tracking the organization’s philanthropy efforts;

6. the Executive Council has the discretion over the budget allocation process and will take into account how much an organization has left in their account prior to deciding on how much should be allocated to an organization’s budget;
   a. each member on the incoming and outgoing Executive Council has a vote during the budget defenses allocation meeting.

7. the Treasurer shall notify an organization about their budget request within two weeks after their budget defense.

Section X. Organizations Petitioning for Charter.

1. in order for a petitioning organization to be brought up for installation or reinstatement to the Student Government Association they must be approved by the Student Life Committee;

2. the petitioning organization must have attended a minimum of five (5) of the scheduled meetings of the Student Senate during the previous semester;

3. the petitioning organization must submit an active roster of at least fifteen members;

4. the petitioning organization must submit a working constitution.

Section XI. Philanthropy.

1. collectively, the Senate in conjunction with the Executive Council, will plan a philanthropy event.

Article IX: The Judicial Board
Section I. Members. Members of the Judicial Board shall include:

1. the Judicial Vice President of the Student Government Association who serves as President of the Judicial Board and as the Hearing Chair of the University court system;

2. all University Justices will be appointed by the Judicial Vice President, and approved by the Student Government Association President as well as the Office of Student Conduct;

3. the Attorney General of the Student Government Association who serves as the Hearing Officer of the University court system;

4. in the event that the Judicial Vice President is unable to preside over a court hearing as the Hearing Chair, an appropriate designee will serve in his or her place as the Acting Hearing Chair;

5. in the event that the Attorney General is unable to preside over a court hearing as the Hearing Officer, an appropriate designee will serve in his or her place as the Acting Hearing Officer;

6. two members of the faculty or staff of High Point University appointed by the Provost of the University and the Vice President of Student Life, respectively.

Section II. Eligibility. All members of the Judicial Board must be full-time students enrolled in the day program and must have a cumulative Grade-Point Average of 3.0, or higher. They must be in good standing with the Office of Student Life and the Office of Student Conduct.

Section III. Voice. The Judicial Board functions primarily as a system of courts.

Conduct Court. When the Judicial Board is functioning as a Conduct Court, the panel of Justices for each court session is comprised of the Judicial Vice President, or an appropriate designee, serving as the Hearing Chair, two (2) Student Justices, and one (1) Faculty or Staff Justice. Each Justice has a voice and vote in the decision making process with the exception of the Hearing Chair who will only vote in the case of a tie. The Attorney General, or an appropriate designee, will serve as Hearing Officer.

Honor Court. When the Judicial Board is functioning as an Honor Court, the panel of Justices for each court session is comprised of the Judicial Vice President, or an appropriate designee, serving as the Hearing Chair, two (2) Student Justices, and two (2) Faculty or Staff Justices. Each Justice has a voice and vote in the decision making process with the exception of the Hearing Chair who will only vote in the case of a tie. The Attorney General, or an appropriate designee, will serve as Hearing Officer.

Sanctions Only Hearing Board. When the Judicial Board is functioning as a Sanctions Only Hearing Board, the panel of Justices for each court session is comprised of the Judicial Vice President, or an appropriate designee, serving as the Hearing Chair, one (1) Student Justice, and
one (1) Faculty or Staff Justice. Each Justice has a voice and vote in the decision making process. The Attorney General, or an appropriate designee, will serve as Hearing Officer.

**Priority Hearing Board.** When the Judicial Board is functioning as a Priority Hearing Board, for the purpose of adjudicating Title IX complaints, the panel of Justices for each court session is comprised of two (2) senior Student Justices, the more senior of which will serve as the Hearing Chair, two (2) Faculty or Staff Justices, and one (1) Security Supervisor. Each Justice has a voice and vote in the decision making process. The investigating officer will serve as Hearing Officer.

**Sanction Review Committee.** When the Judicial Board is functioning as a Sanction Review Committee, for the purpose of considering the early dismissal of a sanction of “discipline probation” or “suspension”, the panel of Justices for each court session is comprised of the Judicial Vice President, or an appropriate designee, serving as the Hearing Chair, one (1) Student Justice, and one (1) Faculty or Staff Justice. Each Justice has a voice and vote in the decision making process. An appropriate staff member from the Office of Student Life will serve as the Hearing Officer.

**Section IV. Duties and Powers.** The Judicial Board shall:

1. assess the University judicial systems and recommend modifications, where appropriate, to the Student Government Association and to the University Administration;

2. assess the University Conduct Code and the University Honor Code and recommend modifications, where appropriate, to the Student Government Association and to University Administrators;

3. encourage support of the University Conduct Code and the University Honor Code;

4. administer the system of student courts according to guidelines which have been adopted by the Student Senate of the Student Government Association and which are published in the operational guidelines of the Student Government Association;

5. in the event of conflict between the Judicial procedures described in the operational guidelines of the Student Government Association and the Judicial procedures of the University described in the Student Handbook, the guidelines of the University shall be controlling.

**Section V. Meetings.** The Judicial Board shall meet as many times necessary during the course of the University calendar. Meetings are scheduled in conjunction with the Office of Student Conduct.

**Article X: The University Community Affairs Board**

**Section I. Members.** The University Community Affairs Board is composed of:
1. the President of the Student Government Association, who serves as President of the University Community Affairs Board;

2. representatives of campus organizations;

3. representatives of athletic teams;

4. Class Officers;

5. representatives of every Greek lettered organization that is not already represented above.

**Section II. Voice.** Any student shall have the right to be heard by the University Community Affairs Board. Voting members shall include the representatives of campus organizations. The President of the University Community Affairs Board shall vote only in case of a tie.

**Section III. Duties and Powers.** The University Community Affairs Board shall:

1. recommend and implement, where appropriate, other programs and activities designed to encourage community on campus;

2. assist the Office of Student Life, the Board of Assessment for Educational Support Services and Campus Life, and the Institutional Effectiveness Committee in assessing educational support services and campus life;

3. actively encourage a campus environment which is inclusive, diverse, and free of bigotry, racism, sexism;

4. actively encourage a campus environment free of substance abuse, including both alcohol and other controlled substances;

5. resolve issues as identified by the President and Student Services Chair.

**Section IV. Meetings.** The University Community Affairs Board shall:

1. meet no later than the week before Fall Break in the Fall Semester and no later than the week before Spring Break in the Spring Semester;

2. special meetings can be called by the President of the University Community Affairs Board;

3. in the event of quorum not achieved the meeting will continue.

**Article XI: Professionalism**

**Section I. Conduct of Meetings.** All meetings will be run according to Roberts Rules of Order. In addition, all organizational representatives (Senators), Class Officers, standing committee members, and Executive Council members shall raise their hand and wait until the President of the Senate calls on
them. When the President of the Senate calls on them, that person shall state their name and who they are representing. Furthermore, there shall be no texting, eating, drinking, computer usage, or loud outbursts during a meeting. Failure to abide by these rules shall result in removal of the meeting at the discretion of the President of the Senate and Attorney General.

Section II. Special Procedures. The Executive Council and each Board shall develop and publish operational guidelines for recurring activities. Such procedures shall be established and revised by two-thirds vote of the respective body.

Section VI. Dress Code. All participating members of the Student Senate, including the Executive Council, Executive Officers, Senators of each class, all standing committee chairpersons appointed to the separate boards by the Executive Council, consisting of Academic, Publicity, Student Services/Diversity, Technology, and all others seen fit to enact at the discretion of the Executive Council, the elected representatives of all duly recognized campus organizations who shall be known as Senators, shall comply with the following dress code:

1. Gentlemen: collared shirt, dress slacks, or khakis, and dress shoes or loafers. No jeans, flip-flops, and tennis shoes;
2. Ladies: dress, skirt, or dress pants. No jeans, flip-flops, and tennis shoes.

Article XII: Impeachment and Removal

Section I. Cause. Students may be impeached or otherwise removed from office only for cause:

1. failure to perform the duties prescribed in the Constitution and operational guidelines of the Student Government Association;
2. failure to follow published procedures;
3. violation of the University Conduct Code;
4. violation of the University Honor Code.

Section II. Executive Council. Members of the Executive Council may be impeached for cause, in which case the following procedures shall apply:

1. the charges shall be investigated by Judicial Board under the leadership of the Attorney General of the Student Government Association, except in the case of conflict of interest, in which case the Executive Council, absent the accused, shall appoint a chief investigator or chair;
2. following their investigation, the Judicial Board shall advise the Executive Council of their decision;
3. where impeachment is recommended, the Executive Council, absent the accused, shall establish concurrence or non-concurrence by simple majority vote;

4. where the Judicial Board recommends impeachment and regardless of the decision of the Executive Council, a resolution to that effect shall be introduced during a scheduled meeting of the Student Senate at which time the action of the Executive Council shall be reported;

5. the accused Officer has the right to address the Senate, but not respond to questions;

6. ordinarily, following discussion, the vote shall be delayed until the next regular meeting, except that a special meeting may be called provided that at least 48 hours shall have elapsed;

7. where at least three-fourths of the Senators vote to support impeachment, the Officer shall relinquish the office held.

Section III. Justices. University Justices may be impeached, in which case the following procedures shall apply:

1. the charges shall be investigated by Executive Council under the leadership of the Attorney General of the Student Government Association, except in the case of conflict of interest, in which case the Executive Council, absent the accused, shall appoint a chief investigator or chair;

2. where the Executive Council recommends impeachment, a resolution to that effect shall be introduced and discussed during a scheduled meeting of the Student Senate;

3. ordinarily, following discussion, the vote shall be delayed until the next regular meeting, except that a special meeting may be called provided that at least 48 hours shall have elapsed;

4. where at least three-fourths of the Senators vote to support impeachment, the Justice shall relinquish position.

Section IV. Committee Chairs. The Executive Council may remove and replace chairs of standing committees, in which case three-fourths of the Senators must concur.

Section V. Officers of Organizations. For reasons of cause, the Student Senate may recommend that organizations initiate impeachment proceedings against officers of the organization, in which case the following guidelines shall apply:

1. the charges shall be investigated by the Judicial Board under the leadership of the Attorney General;

2. following their investigation, the Judicial Board shall advise the Executive Council of their decision;
3. where impeachment is recommended, the Executive Council, absent the accused, shall establish concurrence or non-concurrence by simple majority vote;

4. where the Judicial Board supports impeachment and regardless of the decision of the Executive Council, a resolution suggesting that an organization initiate impeachment proceedings shall be introduced and discussed in the Student Senate;

5. ordinarily, following discussion, the vote shall be delayed until the next regular meeting, except that a special meeting may be called provided that at least 48 hours shall have elapsed;

6. where at least three-fourths of the Senators vote to support impeachment, the organization shall be advised.

**Article XIII: Bylaws**

The Bylaws shall be the official rules and operating procedures of the High Point University Student Government Association. The Bylaws may be amended by a simple majority vote (fifty percent present plus one) of the Student Senate and those amendments shall become effective immediately. Only specific rules or procedures in the bylaws may be suspended on the floor of the Senate, and those sections shall be listed in the bylaws.

**Article XIV: Fiscal Responsibility**

1. all chartered organizations shall have a right to a unique SGA account in the University Business Office;
   a. however, each organization is responsible for their account in terms of tracking all monies dispersed, maintaining a positive account balance, and budgeting their account each semester;

2. organizations with negative account balances will not have the right to propose a bill before the Student Senate;

3. organizations who fail to show proper documentation for advancement of funds within two weeks of the advance will not have the right to propose a bill before the Student Senate;

4. in the event an organization ends a semester with a negative account balance, the Executive Council shall have the right to decide whether to replenish their funds at a Budget Defense;

5. in the event an organization ends with a negative account balance for two (2) consecutive semesters, the organization shall move into bad standing;

6. the amount that is put on the bill is what the Student Government Association expects the money to go towards;
7. any money left over from a bill must be returned to the Student Government Association;

8. budget amounts will roll over from semester to semester and year to year;

9. the Executive Council will take into account how much an organization has left in their account prior to deciding how much should be allocated to an organization’s budget.

**Article XIV: Amendments**

**Section I. Proposal to Amend.** An amendment to this constitution may be proposed in two ways:

1. by any member of the Student Senate with the approval of a majority of the Senators;

2. by a petition which is signed by ten percent of the student body and presented to the Student Senate.

**Section II. Notification.** Where amendments to the constitution are proposed, the Executive Committee shall advise the student body of the proposed amendments at least two weeks before the Student Senate shall hold a referendum on the proposed amendment(s). Responsibility for notification may be assigned to a standing committee of the Student Senate.

**Section III. Referendum.** An amendment shall become effective upon ratification by two-thirds of the students voting.

**Section IV. Constitutional Reviews**

1. A Constitutional Review meeting shall be held at least once during the academic year.

*Amended April 18, 2013 by the HPU SGA Student Senate*

*Amended April 10, 2014 by the HPU SGA Student Senate*

*Amended March 19, 2015 by the HPU SGA Student Senate*