

HIGH POINT UNIVERSITY

THE PREMIER LIFE SKILLS UNIVERSITY

Student Government Association

Bylaws

The following procedures have been established by vote of the Student Senate of the Student Government Association. Changes in these procedures require a majority vote of the Student Senate and approval of the university Executive Council.

Article I. Class Officers

Article II. Student Senate Article

III. Judicial Branch

Article IV. Membership Bylaws

Article V. Advisors

Article VI. Amendments & Suspensions of the Bylaws

Article I. Class Officers

Section I. Class Officer Responsibilities.

1. In the event of any openings in Class Officer positions, the current Class Officers shall be vested with the powers to appoint individuals to the vacancy(ies);
2. Said appointments are subject to ratification by a majority of the Executive Council and may be overturned by a three-fourths vote of the Student Senate.
3. Attend all Student Government Association meetings. The only excused absences include:
 1. Serious illness;
 2. Family obligation/emergency (i.e., Death, Illness, etc.);
 3. University/Academic Approved Events
 4. All others approved at the discretion of the Attorney General, Secretary, and President;
4. In the event a Class Officer has three unapproved absences, they will be subject to review by the Executive Council and can be referred to the Disciplinary Committee by the President, Attorney General, and SGA Advisor. Sanctions may range from a warning to removal from position;
5. Complete any other duties assigned by the President of the Student Government Association;
6. Complete all duties as stated in SGA Constitution and Bylaws. Failure to do so can result in referral to Disciplinary Committee.
7. All class officers must abide by and uphold a positive representation of the University. Class officers cannot be on Disciplinary Probation (DP) or have a significant conduct history deemed by the SGA Advisor, President, Attorney General, and Chief Justice.

Duties and Powers of Elected Class Officers: The Class Officers of the Student Government shall have duties and powers, as indicated:

President: The President shall:

1. Schedule weekly meetings of the class officers;
2. Preside over class officer meetings;

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3. Report all activities and decisions of the class officer meetings to the Executive Council;
4. Appoint, in collaboration with the remaining class officers, a new class officer, should a position be vacant;
5. Vote on bills and resolutions within the Student Senate;
6. Ensure that the class meets the semester requirements

Vice President: The Vice President shall:

1. Assist the president when need be;
2. Oversee the other class officers and assist in their duties if needed;
3. Promote Class events, Student Government Association events, individual Student Government Association organizations' events, and campus events;
4. Promote events in accordance with the High Point University mission, purpose, and image to better the well-being of the University community;
5. Vote on bills and resolutions within the Student Senate

Treasurer: The Treasurer shall:

1. Monitor all funds of their respective class;
2. Keep official records of all receipts and expenditures;
3. Submit any bills to the Student Senate;
4. Complete all After Action Reports and file requisition forms when needed;
5. Propose a budget during Budget Defenses;
6. Vote on bills and resolutions within the Student Senate

External Communications Chair: The External Communications Chair shall:

1. Manage Class social networking tools;
2. Monitor the class email and respond in a timely manner;
3. Vote on bills and resolutions within the Student Senate

Events Coordinator Chairs: The Events Coordinator Chairs shall:

1. Plan the mandatory service event;
2. Plan class social events;
3. Vote on bills and resolutions within the Student Senate

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

1. Meet on a regular basis with the Student Government Association President to give an update on the status of the senior class events and senior events;
2. Meet on a regular basis with the Alumni Association and Annual Giving Office to plan for senior events and senior events.

Section III. Removal.

1. Failure to attend all meetings in the fall or spring semester or perform duties as outlined in Constitution and Bylaws may result in removal from office, the inability to re-run for office for the following year, or sent to the disciplinary committee;
 1. Exception: unless the absence is pre-approved by the or Chief of Staff

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2. If a removal occurs, the Attorney General, along with the Executive Council, will appoint a new Class Representative or President.
3. Appeals will be heard at the discretion of the Attorney General, in which the Officer must present evidence as to why they should not be removed.
 1. The appeal board will include the Attorney General, Staff Advisor(s), President, Vice President and Chief Justice;
 2. The appeal must be filed within five (5) days of the removal;
 3. All decisions regarding appeals are final.

Article II. Student Senate

Section I. Resolution Material, Presentation and Submission Requirements.

1. A resolution shall require the signatures by two (2) members of the Student Senate;
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 resolution shall be submitted by 5:00PM the Wednesday before the meeting they wish to present it;
5. Senators may also propose a resolution during the “new business” portion of the Student Senate;
 1. A Senator shall address their proposition to the Senate in the form of a motion. If there is a second, 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;
6. An organization or member must be in good standing in order to submit a resolution.

Article III. Judicial Branch

Conduct Hearing. When the Judicial Branch is functioning as a Conduct Hearing, the panel of Justices for each course session is comprised of the Chief Justice, or an appropriate designee, serving as the Hearing Chair, two (2) Student Justices, and two (2) 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 Hearing. When the Judicial Branch is functioning as an Honor Court, the panel of Justices for each court session is comprised of the Chief Justice, or an appropriate designee, serving as the Hearing Chair, two (2) Student Justices and two (2) 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.

Sanctions Only Hearing Board. When the Judicial Branch is functioning as a Sanctions Only Hearing Board, the panel of Justices for each course session is comprised of the Chief Justice, 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.

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Sanctions Review Committee. When the Judicial Branch is functioning as a Sanctions Review Committee, for the purpose of considering the early dismissal of a sanction of “disciplinary probation” or “suspension”, the panel of Justices for each court session is comprised of the Chief Justice, or an appropriate designee from the Associate Justices of the Supreme Court, serving as the Hearing Chair, one (1) **Additional Associate Justice of the Supreme Court**, 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. Students appealing for the early dismissal of a sanction in this way must present a faculty or staff recommendation for such a dismissal.

Bias Hearing Board. When the Judicial Branch is functioning as a Bias Hearing Board, for the purpose of adjudicating bias motivated incidents, the panel of Justices for each court session is comprised of the Chief Justice, or an appropriate designee, serving as the Hearing Chair, one (1) Senior Student Justice, and three (3) 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.

Disciplinary Committee. When the Judicial Branch is functioning as a Disciplinary Committee, for the purpose of deciding sanctioning of SGA Senators, SGA Executive Council Members, and SGA class officers, the panel will be comprised of the Chief Justice, or Associate Chief Justice if the Chief Justice cannot be present, the Attorney General, the Speaker of the Senate, and four (4) Supreme Court Justices. Each member will have an open table discussion about responsibility and sanctions after the respondent has presented their case and left the committee hearing.

Section I. Constitutional Interpretation Request Procedures.

1. The Supreme Court shall review and interpret legislation (i.e., bills and resolutions) or provisions of the Constitution or Bylaws upon the submission of a Constitutional Interpretation Request which the Justices agree to hear;
2. A request may be accompanied by an argument not to exceed two (2) pages in support of the opinion of the party making the Request;
3. In addition, the Attorney General may, on behalf of the President of the Student Government Association, provide an argument not to exceed two (2) pages in support of their opinion;
4. The Supreme Court shall meet to conduct their review of the legislation or provision in question and all arguments accompanying the Request;
5. If the Request is made regarding a bill that has passed the Senate, the following additional procedures shall apply;
6. If the Treasurer has already submitted the bill to the Business office, any fund allocated therein shall be deallocated;
7. If the Treasurer has not already submitted the bill to the Business Office, they shall refrain from doing so until the Supreme Court makes a decision on the Request. Such a decision must be made within two (2) academic business days of the Request being submitted. The Supreme Court shall have the authority to deallocate funds in this case;
8. The Chief Justice and four (4) Associate Justices shall decide the opinion of the Supreme Court by vote;
9. The Chief Justice shall submit the opinion of the Supreme Court to the President of the Student Government Association, Vice President, Attorney General, party making the

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Request, and Advisor(s) of the Student Government Association within two (2) weeks of the Request being made. The opinion of the Supreme Court shall serve as the official ruling on the legislation or provision in question. This ruling is final and cannot be appealed.

Section II: Associate Chief Justice.

1. The Chief Justice shall:
 - a. Install an Associate Chief Justice to serve as interim Chief Justice should any matter arise.
 1. The Associate Chief Justice shall:
 - a. Simultaneously serve as an Associate Supreme Court Justice
 - b. Preferably serve as the Student Justice Office Assistant in the Office of Community Standards
 - c. Serve as Interim Chief Justice in the Senate or on a Disciplinary Committee Hearing if a vacancy shall occur
 - d. In serving in a non-executive council position, the Associate Chief Justice is not required to attend Executive Council or Senate Meetings
 - e. Required to maintain communication with the Chief Justice on a weekly basis
 - f. Required to maintain good academic standing and conduct with the University

Article IV. Membership Bylaws

Section I. Active and Inactive Organizations.

1. Organizations that are denoted as “active” are on the Student Government Association roster, and have a voice in the Student Senate meetings;
2. For chartered organizations to remain active, they must-attain a minimum of seven (7) attendance points. For recognized organizations to remain active, they must attend a minimum of four (4) attendance points. If an organization fails to do so, they will automatically be moved into bad standing:
 - a. Attendance shall be taken at the beginning of committee meetings and UCABs, and it is an expectation for the organization to stay present throughout the entirety of the meeting;
 - b. If for any reason the organization representative has to leave during the meeting, and a replacement is not present, their name and organization name will be recorded by the Vice President. It is at the discretion of the Vice President if they will be counted as present for that meeting;
3. No inactive or underground organizations shall exist on HPU Campus.

Section II. Good Standing and Bad Standing.

1. A chartered organization that meets the minimum required seven (7) attendance points will remain in good standing with the Student Government Association, a recognized organization that meets the minimum required four (4) attendance points will remain in good standing with the Student Government Association;

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2. A chartered and recognized organization that attends all of the required ad-hoc committee meetings will remain in good standing with the Student Government Association.
3. For an organization to maintain their active charter or recognition, the organization must also have ten (10) active members;
4. A chartered organization that does not meet the minimum required seven (7) attendance points will be moved into bad standing; a recognized organization that does not meet the minimum required four (4) attendance points will be moved into bad standing;
5. A chartered and recognized organization that does not meet the minimum required ad-hoc committee meetings (all) will be moved into bad standing.
6. Any organization that does not obey Student Government Association meeting guidelines will be placed into bad standing.
 - a. This includes, but is not limited to:
 - i. More than the allotted number of members at a given event
 - ii. Off campus events when prohibited
 - iii. Failure to register events with the university
 - iv. Failure to notify the Student Government Association of events
 - b. Possible sanctions on top of bad standing include, but is not limited to:
 - i. First offense
 1. Suspension from hosting any further meetings for the remainder of the semester
 2. Placed on bad standing
 - ii. Second offense
 1. Loss of Student Government Association funding
 2. Organization is placed on probation
 - iii. Third offense
 1. Loss of charter
7. To be moved back into good standing, organizations must undergo a charter review process set forth by the Review Committee. The Review Committee is made up of:
 1. Speaker of the Senate;
 2. Secretary;
 3. Chief Justice;
 4. Attorney General.
8. In bad standing, organizations retain their charter as an active organization, but lose their vote in the Senate and lose power to ask for money from the Senate;
9. Failure to attend the Senate Refresher will result in two (2) absences for that semester.

Section III. Quorum and Voting in Meetings

1. For an organization to retain its active charter, an organization must have attained a minimum of seven (7) attendance points during the previous semester. For an organization to retain its active recognition, an organization must have attained a minimum of four (4) attendance points
2. If a chartered organization fails to attain a minimum of seven (7) attendance points, said organization must go before a Charter Review Board of the Student Affairs Committee, which will have the power to impose sanctions or revoke the charter of/upon said organization. If a recognized organization fails to have attained a minimum of four (4) attendance points said organization must go before a Recognized Review Board of the

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Student Affairs Committee, which will have the power to impose sanctions or revoke the recognition of/upon said organization.

Section IV. Membership Qualifications.

1. For an organization to maintain their active charter or recognition, the organization must also have ten (10) active members;
2. Organizations must also have at least each of the following executive positions:
 - a. President
 - b. Vice President
 - c. Treasurer
 - d. SGA Representative

Section V. Advisors

1. An Advisor is either a High Point University Faculty/Staff member and background checked by the University and has insurance in accordance with High Point University;
2. Advisor responsibilities:
 - a. Meet with the club President and Executive Council at the beginning of each semester to:
 - b. Review budget;
 - c. Monitor club activities to make sure they are concurrent with club goals and objectives;
 - d. Review and approve all bills that will be presented to the Student Government Association Student Senate;
 - e. Review and approve events prior to submittal into university event systems;
 - f. Attend Student Affairs Committee meetings when the club is requested to be present;
 - g. Accompany the club on any trips:
 - i. If the Advisor is unable to go on a trip, the Advisor should help find a suitable replacement to accompany the club;
3. The Faculty/Staff member cannot serve as an Advisor for more than three (3) clubs and organizations, and students must be aware of the Advisor's responsibilities
4. If the Advisor fails to meet these requirements, the club's Executive Council can ask the Advisor to step down and appoint a new Advisor

Article VI. Amendments and Suspensions of the Bylaws

Section I. Proposal to Amend. A majority vote of those present and voting of the Student Government Association Student Senate and approval by the university Executive Council shall be required to amend the High Point University Student Government Association Bylaws. Any member of the Student Senate may propose to amend these bylaws once said member has officially discussed the proposal with the Student Government Association's Governing Documents Committee.

Amendments to the Bylaws may be voted on and ratified by the Executive Council and shall become effective immediately upon final approval by the university Executive Council. The Executive Council may make updates to the Bylaws in order to correct grammatical errors without prior vote from the

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Senate. However, no content or meaningful changes can be made to the Bylaws without proper three-fourths vote from the present and voting members of the Senate. Changes to the bylaws will be made available for the members of the Student Senate to review prior to the meeting in which they will be brought to the floor.

Section II. Suspension. The only sections of the Bylaws that may be suspended on the floor of the Senate are the following sections:

1. Article III. Student Senate, Section II. Bill Material, Presentation, and Submission Requirements
2. Article III Student Senate, Section IV. Resolution Material, Presentation and Submission Requirements
3. Article X. Travel Guidelines, Section I. Purpose of Travel

Adopted March 19, 2015 by the HPU SGA Student Senate

Amended April 16, 2025 by the HPU SGA Student Senate

Amended January 21, 2016 by the HPU SGA Student Senate

Amended February 4, 2016 by the HPU SGA Student Senate

Amended September 29, 2016 by the HPU SGA Student Senate

Amended October 13, 2016 by the HPU SGA Student Senate

Amended November 3, 2016 by the HPU SGA Student Senate

Amended January 19, 2017 by the HPU SGA Student Senate

Amended November 1, 2018 by the HPU SGA Student Senate

Amended February 7, 2019 by the HPU SGA Student Senate

Amended February 21, 2019 by the HPU SGA Student Senate

Amended March 7, 2019 by the HPU SGA Student Senate

Amended August 29, 2019 by the HPU SGA Student Senate

Amended October 7, 2021 by the HPU SGA Student Senate

Amended September 1, 2021 by the HPU SGA Student Senate

Amended January 19, 2023 by the HPU SGA Student Senate

Amended January 25, 2024 by the HPU SGA Student Senate

Amended January 16, 2025 by the HPU Student Senate

Amended January 30, 2025 by the HPU Student Senate