

Monroe Community College
Brighton Campus Student Government Association
CONSTITUTION

Preamble

We, the student body of Monroe Community College, Brighton Campus, in order to establish a means from which the student body's voices can be heard and interests met to create this constitution, and through it, establish the Student Government Association of Monroe Community College. The mission of the Student Government Association is to represent the student body's best interest by effectively communicating and collaborating with administration, staff, faculty, and students to enhance the campus community.

Article I

Membership and Privileges

1.1 Name

The organization shall be known as the Monroe Community College Brighton Campus Student Government Association, also referred to as SGA.

1.2 Mission

The Mission of SGA is to provide an environment that fosters intellectual, social, and cultural development. SGA maximizes student potential through civic engagement. Members develop leadership skills, organizational skills, and effective communication while representing the student body on campus, in our community, statewide, and at national events.

1.3 Purpose

The SGA shall be the governing body of all the students on the Brighton Campus of Monroe Community College and the Applied Technology Center. It shall promote and implement the objectives set forth in the Preamble and Membership and Privileges. The SGA shall join the student body with the faculty, staff and administration of Monroe Community College in order to improve the College. The officers of SGA shall represent the views of the student body to the faculty and administration of the College, while maintaining a channel of communication between these groups. The Student Government Association realizes its commitment to the student body. SGA shall take actions to ensure that these commitments are satisfied to better address the needs of the student body.

1.4 Membership

- A. All students currently enrolled at Monroe Community College who pay a student life fee shall be considered members of the Student Association.
- B. The Brighton Campus SGA represents all students at the Brighton Campus and the Applied Technologies Center (ATC).
- C. Primary governing representation will be determined by the campus where the majority of credits are taken.
- D. All members of the SGA share equally in the rights of the SGA, which shall include the right to:
 - a. Vote in the elections of the SGA.
 - b. Participate in all events sponsored and/or funded by the SGA.
 - c. Attend all meetings of the SGA.
 - d. Request assistance from the SGA regarding concerns that affect students at the college.
 - e. Submit a written complaint about the SGA to the Student Judicial Council.
 - f.

1.5 Fees

Student Life fees, as well as benefits to be derived from said fees, shall be determined by the Board of Directors of the MCC Association Inc. and approved by the MCC Board of Trustees. The Senate may recommend to the Board student priorities to allocate the budget. The Senate may render its opinion upon or otherwise on the amount of the student life fee charged, or any use of the student life fees beyond the SGA budget. Should the name of the student life fee or budget herein referenced change at any time, this Constitution may be updated to reflect such change, and no other, without being formally amended.

Article II

Policies and Procedures

2.1 Oath of Office

A. Before entering the duties of an office, each person elected or selected must recite the following oath that shall be administered by an SGA Advisor.

The Required Oath of Office

I, state your name, do solemnly affirm that I will support, obey, and defend the rules and regulations of the Constitution of the Student Government Association of Monroe Community College. I further affirm that I have read and understand the duties and roles of my office and accept its responsibilities. I will faithfully execute my duties and fulfill my obligation to the best of my abilities while contributing to the enhancement of the experience of the students at Monroe Community College.

2.2 Policies

- A. SGA will adhere to all of Monroe Community College's and the MCC Association's code of conduct and policies and procedures under the guidance of the Office of Student Life and Leadership Development.
- B. Sexual Harassment: The SGA will not tolerate any form of sexual harassment.
- C. Hazing: The SGA shall not engage in any such actions or situations involving physical and/or mental abuse. Such acts of harassment, intimidation, or hazing; the forced consumption of alcohol, drugs, or any other liquid or solid substance; the forced inhalation of any substance; any action that threatens the health, safety, or welfare of any person, for the purpose of initiation into or affiliation with the SGA.
- D. Non-discrimination policy: The SGA shall not discriminate on any basis including but not limited to real or perceived age, race, sex, gender identity/expression, sexual orientation, sexual history, religious orientation, physical or mental disability, veteran status, alienage, citizenship, marital or parental status, legally recognized domestic partnership status, national origin, ancestry, creed, political belief, employment status, arrest and/or conviction record, or any other criterion prohibited by federal, state or local law.
- E. Violation: Violations of the above regulations may result in a meeting with the advisors and/or the violator's member status to the SGA being terminated. Violators may also be subject to any applicable provision of the Penal Law and the Monroe Community College handbook policy.

2.3 Mandatory Trainings

- A. All members of SGA are required to go through a two day SGA training in June.
- B. All members of SGA are required to attend Student Leader Training through the Office of Student Life and Leadership Development in August.
- C. All members of SGA are required to attend the Fall Leadership Retreat.
- D. All members of SGA are required to attend the Winter Leadership Retreat.
- E. If selected after the date of the training occurs - members are required to attend a makeup session

If a member is not able to attend any of these training sessions they need to contact the President and Advisor to determine if the absence is excused, if the absence is not excused or the member does not contact the president or advisor the member will be suspended for his/her position until the trainings/requirements are made up. The member must work with one of the Advisors of SGA to make up these trainings/events.

2.4 Advisors to SGA

There shall be two advisors to the SGA: one teaching faculty member and one staff member from the Office of Student Life and Leadership Development. Advisors reserve the right to screen all members of SGA as to their minimal requirements. The Advisors shall counsel as to the legality, policies and procedures of the college.

2.5 Advisor Duties

- A. All advisors shall work closely with the SGA in a consultative advisory capacity, and shall serve as resource persons to the SGA on matters of relevance and concern.
- B. All advisors will attend every Senate and Executive Session Meeting.
- C. All advisors will meet with the E-Board once a week.
- D. One Advisor from the Office of Student Life and Leadership Development will attend the Finance Committee Meeting.
- E. All advisors will attend the Club Council Meeting.
- F. One advisor **MUST** be present at all interviews of any member of SGA.
- G. One advisor **MUST** be present at any meeting where voting will take place.
- H. One advisor must be present for any SGA sponsored program.
- I. One advisor must travel to any conference SGA attends.

Article III

Elections and Qualifications

3.1 Requirements

All members of SGA must:

- A. Maintain a minimum grade point average (GPA) of 2.5.
- B. Be enrolled in at least six credits each semester of their term; and taking the majority of their credits at the Brighton Campus or Applied Technology Center.
- C. Be in good disciplinary and academic standing at the College.
- D. May not be an officer in any other club or organization.
- E. Complete all duties as outlined.

If at any time, a student fails to maintain the above qualifications, they will be notified in writing by the Director of the Office of Student Life and Leadership Development that they are no longer qualified and may no longer hold their position.

3.2 Absences:

- A. It is expected that all members will be present at all required SGA functions (required meetings, committee meetings, trainings, etc.). If a member must miss a required function, he/she must provide a valid reason, in writing, to the President and advisors who will determine if the absence is excused or unexcused. Members of the SGA may have up to two excused absences per semester during his/her term of office. If a member has more than three absences, the President, in consultation with the advisors, will determine the appropriate sanction.
- B. If a member has more than two unexcused absences from required obligations, then the SGA member is subject to be placed on probation. Within the designated timeframe will result in removal from SGA. No exceptions will be made.
- C. Probation shall consist of the following:
 - a. Loss of voting rights
 - b. Loss of speaking privileges at SGA meetings
 - c. Possible assignment given by the President
 - d. Required weekly check-ins with the President and an SGA Advisor
 - e. Further absences from required SGA functions will result in immediate removal from office.
- D. This probationary period will end when the Executive Board votes to lift the probation.

3.3 Elections Board

- A. The Election Board shall oversee the election process and ensure its fairness. The Election Board shall be concerned with every aspect of elections including campaign practices.
- B. The Elections Board shall consist of the following members:
- C. Elections Coordinator
- D. The Elections Coordinator shall serve as the Chairperson.
- E. The Elections Coordinator shall create an agenda for each meeting.

- F. Any member of the Student Body may serve on the Elections Board, but the Board may not exceed a total of ten members.

3.4 Election Process

- A. No student may run for more than one position in a single SGA election.
- B. In the event of a tie, runoffs are within the jurisdiction of the Election Board, but must be held within two weeks of the decision.
- C. A person who engages in campaign practices which are seen as unethical, or upsets the fairness of the election process, may be removed from the election by the SGA Election Board. The Election Board shall use its best judgment to determine whether removal is necessary.

Article IV

Student Government's Structure

4.1 Composition

SGA shall be composed of three separate branches: Executive, Legislative, and Judicial branch. All powers, rights, and responsibilities are outlined in the subsequent Articles in this Constitution.

4.1.2 Executive Branch

Elected Positions

- President
- Vice President of Governance
- Vice President of Programming
- Treasurer
- Secretary of Governance

Appointed Positions

- Chief of Staff
- Secretary of Staff
- Historian
- Elections Coordinator
- SGA/SEGA Liaison

4.1.3 Legislative Branch

Nine Senators

- Athletics Relations Senator
- Diversity Senator
- Health and Wellness Senator
- Residence Halls Senator
- Public Relations Senator
- Student Relations Senator
- Two Club/Organization Senators
- Veterans Relations Senator

4.1.4 Student Judicial Branch

- Chief Justice
- Five Justices

Article V

Executive Board

5.1 Purpose

To carry out policies set by the Legislative Branch.

5.2 Powers

All Executive powers of the Student Government shall be vested in the President, except those powers expressly vested in other officers by this Constitution.

5.3 Election Process

- A. All Executive Board officers shall be elected by a general ballot of the Brighton/ATC membership of the Student Association. The candidates receiving the highest number of votes, per position, shall be elected. If at any time any duly elected candidate fails to qualify or is otherwise unable to assume office, the candidate receiving the second highest number of votes shall assume the respective office.
- B. The term of office is Commencement to Commencement.
- C. Elections for each academic year will be held during the preceding spring semester on a date fixed by the Election Board and approved by the Senate.

5.4 Appointment Process

All non-voting members of the Executive Branch shall be appointed by the president and are subject to confirmation by the Senate. These roles include:

- Chief of Staff
- Secretary of Staff
- Historian
- Elections Coordinator
- SGA/SEGA Liaison

A role may be created as deemed necessary by the SGA President and through support from the Senate. Said role would follow the same appointment - confirmation process as outlined above.

5.5 Executive Board Duties

The Executive Board shall:

- A. Be the primary committee to guide the SGA in the best interest of the student body. All SGA committees are responsible to the Senate. The Executive Board shall act to uphold this Constitution.
- B. Meet once a month over the summer. Dates will be determined second week of May.
- C. Attend weekly meetings with the Advisors to the SGA during the academic year.
- D. Hold three office hours a week. Hours must be posted by the end of the first week of classes and must be consistent weekly.
- E. Report weekly during SGA Senate meetings.
- F. Be responsible for interpreting the wording of this constitution and will review all interpretations made by other committees.
- G. Oversee and set policy with regard to the use of SGA property and the SGA offices, with approval from the Director, Office of Student Life and Leadership Development or designee.
- H. Be concerned with all areas of the Student Government Association and may take necessary action with regards to these areas when deemed absolutely necessary, to include such cases where SGA Committees or bodies are unable to meet but decisions are required. The only exception to this clause will be amending the Constitution.

5.6 Executive Board Positions

The Executive Board shall meet weekly

5.6.1 President

The President is the supreme authority of the Executive Branch. All powers in the Executive Branch shall be derived from the student holding this office.

The President shall:

- A. Serve as the chairperson of the Executive Board.
- B. Serve as the chief liaison between SGA and the administration of the College. This person shall be the official spokesperson for SGA.
- C. Provide a report each week during the Senate Meetings sent to the Secretary of Governance by 4:00 pm the Monday before the senate meeting.
- D. Serve as Chairperson of Executive Session which takes place directly after the Senate Meetings weekly.
- E. Have the power to make appointments to College or SGA committees with confirmation of his/her appointment by the SGA Senate.

- F. Have the power to remove, with the approval of the Executive Board, persons in either standing or ad-hoc committees outside of recognized clubs/organizations who are not fulfilling requirements and/or acting against the SGA constitution. This decision can be appealed by presenting the case to the Student Judicial Board.
- G. Have the power to appoint special ad-hoc committees, should he or she feel that there is a need for such a committee, with consent from the Senate.
- H. In consultation from the Director of the Rights and Responsibilities Office, the SGA Advisors, and 3 members of SGA (selected by the President) shall select the Chief Justice for the Student Judicial Board and his/her choice shall be confirmed by the SGA Senate.
- I. Deliver monthly reports to the Board of Trustees. If the President cannot attend a Board of Trustee Meeting, the Vice President of Governance will attend in his/her place.
- J. Serve on the MCC Association, Inc. Board of Directors and one committee and must attend every meeting.
- K. Fulfill at least 3 office hours a week. Hours must be posted by the end of the first week of classes and be consistent weekly.
- L. Have the right to veto any resolution passed by the senate within 48 hours. The veto must include an explanation of his/ her veto. The President may only veto five times during their Presidential term.
- M. Enforce the attendance policy.

5.6.2 Vice President of Governance

The Vice President of Governance is a voting member of the Executive Board.

The Vice President of Governance shall:

- A. Chair the Senate Meetings.
- B. Vote only in the event of a tie.
- C. Be a student representative to the Faculty Senate.
- D. Sit on the MCC Association, Inc. Board of Directors.
- E. Sit on the MCC Association, Inc. Operations and Personnel Committee.
- F. Be a member of a standing committee.
- G. Assume the Presidency, should the President be unable to complete his or her duties for any reason.
- H. Provide a report each week during the Senate Meetings sent to the Secretary of Governance by 4:00 pm the Monday before the senate meeting.
- I. Attend Board of Trustees meetings in the event the President is unable to attend.
- J. Hold at least three office hours a week. Office hours must be posted by the end of the first week of classes. They must be consistent weekly.
- K. Shall act as supervisor to all Senators.
- L. Must hold weekly meetings with all senators.
- M. Fulfill any other duties assigned by the President.

5.6.3 Vice President of Programing

The Vice President of Programing is a voting member of the Executive Board. This board meets weekly.

The Vice President of Programming shall:

- A. Serve as a non-voting member of the Senate.
- B. attend all Senate meetings and Executive Sessions.
- C. Provide a report each week during the Senate Meetings sent to the Secretary of Governance by 4:00 pm the Monday before the senate meeting.
- D. Hold 3 offices hours a week in the CAB office and/or the SGA office. Office hours must be posted by the end of the first week of classes.
- E. Oversee the Campus Activities Board which plans and implements programs and activities on campus to serve the needs and wants of students.
- F. Sit on the Alumni Week and Homecoming committee.
- G. Sit on the Creative Arts Committee.
- H. Fulfill any other duties assigned by the President.

5.6.4 Treasurer

The Treasurer is a voting member of the Executive Board and a non-voting member of the SGA Senate.

The Treasurer shall:

- A. Serve as a non-voting member of the Senate.
- B. Attend weekly Senate meetings and Executive sessions.

- C. Serve as chairperson of the Finance Committee. The committee meets weekly.
- D. Sit on the MCC Association, Inc. Board of Directors.
- E. Sit on the MCC Association, Inc. Finance Committee.
- F. Be responsible for overseeing and updating budgets for SGA and the Contingency account.
- G. Give a budget report at each Executive Session meeting.
- H. Hold three office hours a week. Office hours must be posted by the end of the first week of classes. Office hours must be consistent weekly.
- I. Understand and help others adhere to fiscal policies and procedures of the MCC Association, Inc.
- J. Fulfill any other duties assigned by the President.

5.6.5 Chief of Staff

The Chief of Staff is a voting member of the Executive Board and a non-voting member of the SGA Senate.

The Chief of Staff Shall:

- A. Maintain a necessary supply of office supplies for official SGA purposes.
- B. Is responsible for compiling and maintaining a schedule of meeting times and places for all SGA Committees.
- C. Is responsible for maintaining a complete and accurate list of all SGA officers.
- D. Will compile and post all of the times the SGA office is open and when each member of SGA is sitting their office hours.
- E. Will act as parliamentarian and have a thorough understanding of the Robert's Rules of Order.
- F. Any other duties assigned by the President.

5.6.6 Secretary of Governance

The Secretary of Governance is a voting member of the Executive Board and a non-voting member of the SGA Senate.

The Secretary of Governance Shall:

- A. Be the chairperson of the Constitution Committee.
- B. Is responsible for the recording and publishing the minutes for the Executive Board and the SGA Senate Meeting.
- C. Be a member of a standing committee.
- D. Be a student representative to the Faculty Senate.
- E. Provide a report each week during the Senate Meetings which is e-mailed to the members of SGA by 4:00pm the Monday before the meeting.
- F. Immediately following Pre-Agenda, the Secretary of Governance will type up the agenda and submit it to the office of Student Life and Leadership Development to be uploaded to the Tribune by 2:30 p.m. on Fridays.
- G. Must take minutes and present them to the full SGA within 72 hours after the senate meeting. These minutes must then go on the Agenda the following week for approval. After approval, the minutes must be submitted to the office of Student Life and Leadership Development to be posted in the Tribune.
- H. Any other duties assigned by the President.

5.7 Vacancies for the Executive Board

- A. Any deviation from these procedures makes the choice null and void, which may be overturned and made legal by the approval of the Judicial branch.
- B. In the event of a vacancy in the position of the SGA President, Vice President of Governance, Vice President of Programming, Treasurer, or Secretary of Governance, as a result of academic or disciplinary ineligibility, resignation, impeachment, or death, the SGA must create a selection committee to fill the vacancy.
- C. The selection committee shall be chaired by the Elections Coordinator (in the event that there is a vacancy in the elections coordinator position, the committee will be chaired by the chief of staff.), and composed of six other members of the SGA, three students-at-large, and at least one SGA Advisor. The committee members shall select a candidate from the Student Association, through application and interview process, to fill the vacancy by a majority vote. The selected candidate shall be appointed by a two-thirds majority of the Senate, present and voting.
- D. If the candidate is selected, he/she may join SGA immediately.

5.8 Vacancy of Student Member-Board of Trustee

In the event of a vacancy in the position of Student Member-Board of Trustees, the vacancy shall be filled for the unexpired term in the following manner:

- A. A selection committee shall be created composed of six members: one student from the SGA, one student from the Damon Campus Student Events and Governance Association, four at-large students, who cannot be SGA or

SEGA members, in which one is a non-traditional (part-time or evening) student, and one member of the Judicial Branch to serve as a non-voting member to ensure the procedure goes in accordance with the constitution and bylaws, and at least 1 SGA Advisor. The committee members shall be appointed by two-thirds of the Senate, present and voting. The committee shall select a chair from among appointed members by a majority vote.

- B. A majority vote of the members, present and voting, shall be required for selection of the Student Member-Board of Trustees. The chairperson shall vote only in the event of a tie.

Article VI

Legislative Branch

6.1 Purpose

The SGA Senators are the legislative branch of the SGA. It is a forum that serves as the liaison between students and College officials. Its chief role is to deliberate, approve, and set policies that are pertinent to the student body and the operations of the SGA.

6.2 Powers

All legislative powers herein granted shall be vested in a Senate of the Brighton Campus Student Government Association of Monroe Community College:

- A. Shall have the authority to raise legislation which shall be necessary and proper for the execution of its Constitutional powers.
- B. May override the veto of the President by a two-thirds vote of the Senate present and voting.
- C. Shall approve the annual Student Association Budget.
- D. Shall approve or deny temporary or permanent committees or student club/organization charters.
- E. May pass resolutions which serve as the official position of the student body regarding a campus issue.
- F. All motions passed by the Senate shall be called legislation and be subject to the veto of the President within 48 hours. The Senate may override a Presidential veto at the next public SGA meeting by a $\frac{2}{3}$ majority vote of the Senate, present and voting.

6.3 Senate Meetings

- A. All SGA members required to attend Senate meetings as specified by their role in the SGA Bylaws.
- B. Each member of SGA is required to make a report at each senate meeting as specified by their role in the SGA Bylaws. Reports must be submitted via email to all members of the Executive Board and all of the Advisors by 4:00 on the Monday before the meeting the report will be read in.
- C. SGA will meet every Tuesday at 2:15 p.m. during the Academic year for its public meeting, except at those times of vacation, legally established holidays, or a conflicting administrative function. Directly following the public meeting, SGA will move into executive session until adjourned.
- D. All resolutions must be typed up and emailed to all the Advisors and the entire SGA by 4:00 on Thursday prior to the Pre-Agenda meeting.
- E. SGA will meet every Friday from 12:15 p.m. - 1:00 p.m. for Pre-Agenda.
- F. One half plus one of the total voting membership of the Senate shall constitute a quorum.
- G. Over the summer, the Senate will have three public meetings. The first meeting will be in June. The second meeting will be in July. The third meeting will be in August.

6.4 Election Process

- A. All Senators shall be elected by a general ballot of the Brighton/ATC membership of the Student Association. The candidates receiving the highest number of votes, per position, shall be elected. If at any time any duly elected candidate fails to qualify or is otherwise unable to assume office, the candidate receiving the second highest number of votes shall assume the respective office.
- B. The term of office is Commencement to Commencement.
- C. Elections for each academic year will be held during the preceding spring semester on a date fixed by the Election Board and approved by the Senate.
- D. In the event there is a senator position still open after elections take place, a committee comprised of the Vice President of Governance (acting as chair with no vote) and at least three members of SGA and at least one SGA Advisor may accept applications for open positions and hold interviews. If a candidate is selected, he/she may join the Senate immediately.

6.5 Membership and Requirements

There are nine members of the SGA Senate.

All members of the Senate must:

- A. Participate in at least one Senate committee as well as at least one Faculty committee.
- B. Hold three office hours per week. Office hours must be posted by the end of the first week of classes. They must be constant weekly.
- C. Communicate regularly with students, Faculty, Administration and Staff via personal contact, emails, memos and any other means of acceptable communication as deemed by the Vice President of Governance.
- D. Advocate for student Issues and concerns.
- E. Will meet with the Vice President of Governance weekly. Meeting times must be constant.
- F. Know and understand the SGA Constitution and SGA Bylaws as well as basic Robert's Rules of Order.

The SGA Senate shall consist of the following members: (see Bylaws for full descriptions)

Nine Senators

- Athletics Relations Senator
- Diversity Senator
- Health and Wellness Senator
- Public Relations Senator
- Residence Halls Senator
- Student Relations Senator
- Two Club/Organization Senators
- Veterans Relations Senator

6.6 Vacancies for the Senate

- A. Any deviation from these procedures makes the choice null and void, which may be overturned and made legal by the approval of the Judicial branch.
- B. A selection committee shall be chaired by the Elections Coordinator (in the event that there is a vacancy in the elections coordinator position, the committee will be chaired by the chief of staff.), and composed of six other members of the SGA, three students-at-large, and at least one SGA Advisor. The committee members shall select a candidate from the Student Association, through application and interview process, to fill the vacancy by a majority vote. The selected candidate shall be appointed by a two-thirds majority of the Senate, present and voting.
- C. If the candidate is selected, he/she may join SGA immediately.

Article VII **Judicial Branch**

7.1 Purpose

The Student Justices shall be trained and serve as student advocates for disciplinary appeals. The Student Judicial Board will be responsible for resolving disputes between SGA approved clubs and organizations as well as any disputes between SGA and any SGA approved club or organization. The Student Judicial Board will also be responsible for hearing campus wide academic and behavioral cases.

7.2 Judicial Powers

The judicial powers of the Student Government shall be vested in the Student Judicial Board (SJB).

7.3 Student Judicial Board Membership

- A. The Director of the Office of Rights and Responsibilities will serve as the Advisor and train the SJB.
- B. The SJB shall be made up of one Chief Justice and five members called Justices.
- C. ALL members of the SJB will be required to go through training with their advisor.
- D. Failure to do so will result in the removal of their position.

7.4 Selection, Duties, and Responsibilities

7.4.1 Chief Justice

The President with consultation from the Director of the Rights and Responsibilities Office shall select the Chief Justice for the Student Judicial Council and his/her choice shall be confirmed by the SGA Senate. The Chief Justice shall serve for one academic year.

The Chief Justice shall have the following duties:

- A. To call and preside over meetings of the Student Judicial Board.
- B. To be knowledgeable of the Constitution and the MCC Student Rights and Responsibilities.
- C. Shall be a member of the Constitution Committee.
- D. Shall attend the Board of Trustee meetings.
- E. When there is a college Judicial Hearing of any kind, the Chief Justice must work with Director of the Rights and Responsibilities Office to find Justices to serve on the hearing board.
- F. Provide a report each week during the Senate Meetings sent to the Secretary of Governance by 4:00 pm the Monday before the senate meeting.
- G. Shall attend the Public Senate meetings.

7.4.2 Justices

The Student Justices shall be selected by a search committee including the Chief Justice, The Director of the Rights and Responsibilities Office and SGA advisor plus 3 appointed members of SGA.

The Justices shall have the following duties:

- A. Student Justices shall serve for the academic year.
- B. Vacancies shall be filled upon confirmation of the Senate.
- C. No Student Justice shall hold another Student Government Association Office.
- D. The SJB shall assist the club senator in resolving club conflicts as well as overseeing any and all impeachment procedures of all clubs and organizations.
- E. The SJB shall review any complaint against any member of the SGA before the accuser brings it to evidence against any SGA member in an act of impeachment. A trial will take place in front of the SJB. Once both sides state their case, a decision must be made by a $\frac{2}{3}$ vote of the SJB. Once the vote takes place, the SJB's decision shall be taken as final.

7.5 Removal of Student Justices

Justices may be impeached for bribery, neglect of duty, or violation of the Student Code of Conduct and the Student Government Constitution and Bylaws.

7.6 Vacancies for the Student Judicial Board

Below is the procedure in case there are any vacancies within the Student Judicial Board or within the Student Trustee. Any deviation from these regiments makes the choice null and void, which may be overturned and made legal by the approval Judicial branch.

The Chief Justice and the Director of the Rights and Responsibilities office and 3 members of SGA will formally interview candidates on an as needed basis. Once the committee interviews a candidate, with a majority vote of yes, the candidate will be in the position immediately.

Article VIII

Impeachment and Removal

8.1 Grounds

Grounds for impeachment shall be negligence of duty or any action performed by the any branch or member of the SGA, which is considered a direct violation of the Constitution or By-Laws; or any action performed as a member of the SGA which is considered detrimental to the good name of the Student Association.

8.2 Procedure

- A. Any member of the SGA is subject to impeachment upon the receipt of a complaint signed by a majority of Senators, present and voting, at a meeting of the Senate, or upon filing of a petition signed by 200 members of the Brighton/ATC Campus Student Association.
- B. A hearing by the Student Judicial Board (SJB) must be held within one week from the filing of charges, unless the defendant cannot be notified in accordance with his/her rights, in which case a hearing must be held as soon as such rights have been satisfied.
- C. All hearings for impeachment procedures will be open to the Student Association. The defendant and the prosecutor shall be given equal lengths of time to present their case to the SJB
- D. The SJB shall vote by secret ballot; the results shall be read immediately by the Chief Justice.
- E. If at the end of the impeachment proceedings the defendant is found guilty by a two-thirds vote of the SJB, present and voting, he/she shall be removed from office. Once the vote takes place, the decision is considered final.
- F. Judgment in cases of impeachment shall not extend further than to remove from office, and disqualification to hold and enjoy any office of honor under the Student Association.

8.3 Conflicts of Interest

The presiding officer shall not be the defendant or the prosecutor. In the event of a conflict, a presiding officer shall be appointed by a two-thirds majority vote of the Senate. Neither the defendant nor the prosecutor may vote in the hearing.

Article IX

Amendments

Any member of SGA may propose any amendment to the Constitution to the Senate. Any proposed amendment to the Constitution must be in order and purposeful by a majority vote of those present and voting at the Senate meeting in order to be presented in the form of a referendum to the student body. The referendum must then be approved by 25% of the members of the student body present and voting, for the referendum to amend the Constitution.