



THE CONSTITUTION OF
NORTHWESTERN MICHIGAN COLLEGE
STUDENT GOVERNMENT ASSOCIATION



Northwestern Michigan College Student Government Association Constitution

Preamble:

The Spirit of the Student body of Northwestern Michigan College is in our selves represented, we together represent the voice of thousands, this constitution exists to guide us so that the voice of the students is not silenced, nor their needs forgotten and overlooked.

Mission Statement:

SGA acts as a conduit between NMC students, administration and the greater community, helping to offer a better education for all and ensure quality and integrity in academia.

ARTICLE I. MEMBERSHIP REQUIREMENTS

Sec 1. Student seeking membership must obtain signatures of active NMC students by petition to be eligible for membership. The number of valid signatures for full time students will be 50. Part time students and for any other the count must be 60. Forgery of signatures, or purposeful inclusion of non students will invalidate the form.

Sec 2. Student Government Voting Members must hold status of at least part time student at NMC, and be without academic probation (at or above cumulative 2.0 GPA) or any misdemeanors of similar regard. Those representing academic departments must obtain a recommendation or sponsorship from an NMC department head to be eligible. These recommendations are to be obtained and presented to the staff advisor before the 3rd meeting of the semester to which they apply. Each academic department may have no more than one representative.

Sec 3. Any and all NMC students who meet requirements set in A1S2, shall be permitted to run for office or be members of Student Government.

Sec 4. A maximum of 15 students may be voting members at one time, as many as 10 people may be present as non voting members but council meetings will not include more than 25 members. The President shall not be counted as a voting member.

Sec 5. Incumbent members may maintain their voting member status in the proceeding academic year. Returning members must declare their membership by the 2nd Friday of the Fall Semester.

ARTICLE II. OFFICER ELECTIONS

Sec 1. Elections will be organized and overseen by an election committee composed of two students who are not running for office, at least one unbiased staff member, and the Faculty advisor, this committee is not permitted to vote in the election.

Sec 2. Elections shall be started no later than the 4th meeting of the council, and decided by the 5th meeting. The positions to be voted on shall include: President, Vice President, Treasurer, Secretary, Marketing and public relations representative (MPR), and any other position(s) created by a majority vote of the members before the election.

Sec 3. Should there be a tie for any office, Election commission will recount the votes, if the tie remains each side will be given two minutes time for a speech explaining themselves as the better vote, after this time present members will vote again for the position. If a tie remains the position will be decided by coin flip conducted by faculty advisor, this will be final.

Sec 4. The means to distribute and count ballots as well as the type of election is to be left to the election committee, who must present a fair and unbiased voting opportunity to the student body, means of voting shall be the same for all offices.

Sec 5. To run for and hold office, a member must maintain a cumulative GPA of a 2.5 or higher.

ARTICLE III. RECALLS AND VACANCIES

Sec 1. A member who fails to perform their duties properly but does not voluntarily resign their seat (Reference A3S7) can be removed by a unanimous vote (less the person being removed) of the student government. In the case of 2 consecutive unreported absences, this will be considered a voluntary resignation.

Sec 2. Any membership status change ordered by a faculty advisor may be overturned by SGA only by a $\frac{3}{4}$ majority vote.

Sec 3. Any seat officially vacated by a department appointed member should be refilled within 3 weeks. It is the responsibility of SGA to contact that department and request a new representative. If it cannot be filled the seat will remain empty.

Sec 4. Officer positions vacated can be replaced temporarily by any voting member appointed by the President. This replacement should be finalized by a majority vote of SGA members within 2 weeks of the vacancy.

Sec 5. If the president vacates their seat for any reason, the vice president will fill that seat, the position of VP should be replaced within 2 weeks by a majority vote of members, or a new president elected from voting members.

Sec 6. In the event of the death, resignation, or expulsion of all or a majority of the SGA, an Interim Revival Council (IRC) will be created by the faculty advisor and appointed by them. This council will serve only to revive a government and may not conduct the normal business of SGA nor does it have power to assign funding or approve legislation of any kind. The IRC may hold elections, distribute information and form an election committee.

Sec 7. A member or officer may voluntarily resign their seat for any reason, with a recommended 2 week notice, their seat will be put up for election of the remaining voting members by secret ballot. Voluntary resignations and those removed by a vote call for elections of a qualified voting member. Voting member resignations will allow a member to become a voting member, selection will be made by majority vote.

ARTICLE IV. OFFICERS AND THEIR DUTIES

Sec 1. The votes of all voting members shall be counted the same.

Sec 2. Elected terms shall be one year. Members representing academic departments are to be removed if the given department selects a new representative at any point during the semester. In the Second semester of a given year new members may join if they meet all requirements and have the necessary signatures. New members must have all signatures completed by the 3rd week of the Second Semester.

Sec 3. Officers may be removed from office due misconduct, if removed they shall become a nonvoting member unless further action is needed. To remove an officer a $\frac{2}{3}$ majority vote is needed. To remove a president or call for a new advisor a petition of 100 signatures and a $\frac{3}{4}$ majority is need along with support of at least 2 NMC staff Members.

Sec 4. The duties and responsibilities of the officer positions shall be as follows:

1. The President will mediate weekly meetings, they shall enforce the rules of conduct detailed in A5S1. Powers of the president include, creation of special committees, enforcing rules of conduct, power to veto any funding proposal, which can be overturned with a $\frac{2}{3}$ majority vote. The president may also represent SGA to other associations and select representatives to groups. The president will give a speech at both fall and spring graduation ceremonies. Only in the event of a tie vote of council shall president be permitted to vote to break the tie. The president may spend up to (and no more than) \$100 per academic year for SGA without a vote. However the president should inform an advisor prior to the purchase(s) (not for approval but for the transparency of their actions). The original receipt(s) of these expenditure(s) must be presented by the next meeting for reimbursement.
2. The Vice President (VP) shall replace the president if they become unable to perform their duties or are removed from office. The VP shall also meet with the Dean of students or President of the college monthly to present minutes and discuss SGA plans/business. The VP will also track attendance and enforce the

rules of conduct in A5S4. The VP is also tasked with being well versed and knowledgeable on the constitution, and the specifics thereof, so that at any time the VP may be referred to in offering greater clarity for the rest of the SGA membership.

3. The Secretary shall keep minutes of weekly meetings and keep available to anyone upon request the previous 2 years of documents. The Secretary shall also monitor attendance and bring a vote on any continued violations of A5.
4. The Treasurer shall keep current records of financial happenings and update them weekly, keeping available statements for every months transactions. given to anyone upon request. The treasurer will oversee the movement of funds, be representative to the Planning and Budget committee if able, and keep 10% of funds for the next academic year. They must also keep track of all SGA expenditures and miscellaneous expenses, which must be reported to them within one week.
5. The Marketing and Public relations representative (MPR) will update all media with events and minutes and oversee Public relations activities, including public forums and attentive listening to the questions and concerns of the Student Body. The MPR shall also oversee the goals of A6
6. All officers should consider their duty to be to represent the student body and act on that as an underlying goal in any policy or program.

Sec 5. Other positions may be created by the President or started as committees, to add them to the constitution will require a $\frac{3}{4}$ majority vote and the permission of the faculty advisor.

Sec 7. All committees are to be disbanded after the completion of their main objective, unless otherwise stated. Funding can be allocated to a committee by a majority vote on the proposal.

ARTICLE V. MEETINGS/CONDUCT AND RULES OF ORDER

Sec 1. Members and officers will conduct themselves in a behaved manner, speak in turn and with respect for fellow members. The president will encourage conduct measures.

Sec 2. Meetings must be held at least once per week for 90 minutes, half plus one of total voting members must be present to hold a vote unless the president and/or faculty advisor authorise an emergency vote in the absence of members. The president must have some form of written authorization from the advisor if they cannot be present.

Sec 3. Meetings may be brought to order without a majority and adjourned by the president but cannot hold a vote without majority unless in the case of emergency vote (A5S2).

Sec 4. All members should be punctual unless they have notified the VP or Secretary of a planned absence or tardiness. After an occurrence of unexcused excessive tardiness or absence, the VP/Secretary shall discuss attendance with the member. After 3 violations, Council will vote to suspend or remove the member from their duties. Replacement follows A3S7.

Sec 5. A majority will be defined as half plus one, (half will be rounded up in an uneven number, half of 7 would be 4)

Sec 6. To propose a vote, one member other than the president must bring it to the table, a second sponsor then must agree to hold a vote, a sponsored vote may then be handled as seen fit by the council by a show of hands, verbal, or secret ballot.

Sec 7. To call for a secret ballot on a vote one member must motion for vote by ballot and two sponsors support the motion.

ARTICLE VI. STUDENT BODY REPRESENTATION

Sec 1. The student body is what student government represents and as such should make efforts to listen and ask students what they need or would like to see in the future, and to do what they can to bring about those changes.

Sec 2. A questions and public comment box should be made available to the student body, those with legitimate concerns or ideas for consideration should be given a means to communicate them and Student Government is responsible for the continued effort to help students and student groups wherever possible.

ARTICLE VII. AMENDMENTS

Sec 1. To Amend the constitution, a $\frac{2}{3}$ majority vote of SGA will be required.

Sec 2. Amendments may be presented as additions to an article or rewording of current Articles.

2014-2015 ***Student Government Association***

NMC Student Government
Approved by the NMC Student government on April 17,2015