

STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

PREAMBLE

WHEREAS the students of Fox Valley Technical College hereby establish this student government to represent the students' needs and desires, and to foster good will and effective relations within the student body and between students, faculty, administration, community, and other schools.

BE IT FURTHER RESOLVED that the students of Fox Valley Technical College shall respect and support the human rights and fundamental freedoms for all without distinction of race, color, handicap, national origin, religion, or sexual preference.

BE IT FURTHER RESOLVED that this government at Fox Valley Technical College, in order to promote these goals, shall keep among itself a sense of security, unity, and well being. Also, let it be a council to encourage individuals to participate in clubs, and to act as a problem-solving body.

BE IT FURTHER RESOLVED that when we find it necessary to act upon matters of concern, we shall do so in a peaceful manner within the prescribed legal channels.

ARTICLE 1: NAME

The name of this organization shall be: Fox Valley Technical College Student Government Association.

ARTICLE 2: MEMBERSHIP

1. Membership is open to any student who has purchased at least one credit for the current enrollment period.
2. Membership is based upon course offerings leading to an associate degree, diploma, or certificate.
3. Members are allowed one vote per person per motion.

ARTICLE 3: DUTIES AND RESPONSIBILITIES OF REPRESENTATIVES.

1. Shall attend all Student Government Association meetings, report back to the clubs, and keep the student body informed of Student Government Association activities.
2. Shall be responsive to the student body's suggestions and needs.

ARTICLE 4: EXECUTIVE BOARD MEMBERSHIP

1. Must be a representative in the Student Government Association and in good academic standing with a minimum of a 2.0 cumulative GPA within the last five years and must maintain a 2.0 each semester while in office.
2. The President, Vice President, Treasurer, Secretary, Parliamentarian, and two Member-at-Large positions shall comprise the Executive Board.
3. Terms of office shall run from election to election.
4. Elections.
 - A. The election for Executive Board offices shall be conducted within the Student Government Association by the third meeting of the fall term.
 - B. Any time an office on the Executive Board becomes vacant, nominations of interested members will be taken at the next meeting of the Student Government Association. The Executive Board will appoint a member from the nominations of interested members to fill the position. The Student Government Association Executive Board has the discretion to appoint a member to the position if no nominations are made.
 - C. No student can be in office for more than 3 elected terms.
 - D. No student can run for more than 2 executive board positions at any given time.
 - E. No student can hold the same position for more than one full term.
5. Powers of the Executive Board
 - A. Shall approve all appointments made by the President.
 - B. Shall make any necessary decisions that cannot, because of deadlines, etc., be brought before the Student Government Association at the next meeting or may be unnecessary to take to a vote.
6. Duties of executive offices:
 - A. President
 1. Shall attend all Student Government Association meetings.
 2. Shall attend all Executive Board meetings.
 3. Shall attend and represent SGA to the District Board of Directors at monthly meetings.
 4. Shall meet monthly with the Vice-President of Student and Community Development.
 5. Shall meet once a semester with the Vice-President of Operations.
 6. Shall make any appointments deemed necessary.
 7. Shall remain objective and neutral at all times.

8. Shall vote only to break a deadlock.
9. Shall be responsible for the proper functioning of the Student Government Association.
10. Shall apply Robert's Rule of Order as necessary for the productive operation of meetings.
11. Shall aid in promoting the effectiveness of committees.
12. Shall preside over impeachment proceedings made against the Parliamentarian.

B. Vice President

1. Shall attend all Student Government Association meetings.
2. Shall attend all Executive Board meetings.
3. Shall preside over meetings in the President's absence.
4. Shall carry out the President's responsibilities in their absence.
5. Shall act as a liaison with the faculty and community.
6. Serve as the student representative for all academic processes.
7. Shall lead a Campus Relations Committee to promote a positive image of the organization at the college.
8. Shall serve as the Wisconsin Student Government Association Governor.
9. Shall meet monthly with the Chief Academic Officer of the college.

C. Secretary

1. Shall attend all Student Government Association meetings.
2. Shall attend all Executive Board Meetings.
3. Shall prepare and distribute minutes and agendas of all meetings.
4. Shall prepare correspondence from the Student Government Association.
5. Shall take minutes at the annual Student Government Association budget meeting for segregated fees and post on the SGA website within two weeks after the meeting.
6. Shall keep records of all SGA correspondence, including minutes, and agendas.
7. Shall check and maintain the Student Government voicemail, email and web page to ensure information is current.
8. Shall ensure meeting minutes are posted on the website 1 week following a meeting after approval by the membership.

9. Shall ensure meeting agenda is posted on the website 48 hours prior to the meeting.
10. Shall serve as the liaison for Counseling Services.

D. Treasurer

1. Shall attend all Student Government Association meetings.
2. Shall attend all Executive Board Meetings.
3. Shall submit a Treasurer's Report at all meetings.
4. Shall keep attendance at all Student Government Association meetings.
5. Shall review and keep track of all income and expenses of Student Government Association.
6. Shall deposit allocations to clubs for meeting attendance on a quarterly basis.
7. Shall serve as the liaison for Information Technology.
8. Shall serve as the liaison for Connections Café.

E. Parliamentarian

1. Shall attend all Student Government Association meetings.
2. Shall attend all Executive Board Meetings.
3. Shall be familiar with the Student Government Association constitution and shall see that all policies therein are followed.
4. Shall be consulted on all matters arising from the floor concerning parliamentary procedure.
5. Shall present accusing and rebuttal arguments one meeting prior to impeachment actions and conduct impeachment proceedings in compliance with Roberts Rule of Orders Impeachment Procedure.
6. Shall be knowledgeable and enforce Robert's Rule of Order as necessary for the productive operation of meetings.
7. Shall serve as the liaison for Security Services and Facilities Services

F. Member-at-Large (1)

1. Shall attend all Student Government Association meetings.
2. Shall attend all Executive Board Meetings.
3. Shall attend one meeting of each recognized club per year.
4. Shall act as liaison between Student Government Association and all active clubs.

G. Member-at-Large (2)

1. Shall attend all Student Government Association meetings.
2. Shall attend all Executive Board Meetings.
3. Shall serve as the liaison for the following areas:
 - a. Health Services
 - b. Veterans Services
 - c. Minority Services
 - d. Financial Aid/Enrollment Services
 - e. Food Services
 - f. Student Employment Services

ARTICLE 5: ADVISOR

1. Shall attend all Student Government Association and Executive Board meetings.
2. Shall advise and inform on request.
3. Shall plan annual Student Government Association Training Retreat in October.
4. Shall act as liaison between Student Government Association and college leadership.
5. Shall assist in planning student leadership events with Student Government Association.
6. Shall assist in providing information relating to student activities as requested by the Student Government Association.
7. Shall conduct election procedures for online voting for SGA Officer positions.

Article 6: Wisconsin Student Government Representatives

1. Terms of office shall run for the duration of the academic year.
2. Appointment of Representatives
 - a. The Governor shall be Vice-President of Student Government Association or a person appointed by the President of Student Government Association.
 - b. The Lieutenant Governor shall be an officer of the Oshkosh Student Board or a person appointed by the President of Student Government Association.
3. Duties of the Representatives:
 - A. Governor
 1. Shall attend all Wisconsin Student Government meetings and the Legislative Seminar.
 2. Shall represent all of Fox Valley Technical College students and cast any votes for the good of all students.
 3. Shall serve as the liaison between Student Government and Oshkosh Student Board
 - B. Lieutenant Governor
 1. Shall attend all Wisconsin Student Government meetings and the Legislative Seminar.
 2. Shall represent all of Fox Valley Technical College students.
 3. Shall fill in for the Governor when needed

4. Shall serve as the liaison between Student Government and Oshkosh Student Board

ARTICLE 7: PROGRAMS

There are four organizations which operate 100% out of the monies allocated by the Student Government Association to Student Life and are dependent on these dollars for operational budget. Membership in these organizations will be made up of students who volunteer and are enrolled in a minimum of one paid credit. The members of these groups are held accountable and are responsible to the entire student body. Each of these organizations will have a chairperson who is a representative of the Student Government Association and provides a report at each Student Government Association meeting. Each of these organizations will provide a minimum of one student representative to serve on the annual budget allocation committee.

The organizations are:

- **Student Activities Committee**
 - Educational and Cultural
 - Entertainment and Social
- **Intramural Board**
- **Fox Times (Student newspaper)**
- **Competitive Athletics**

ARTICLE 8: AMMENDMENTS TO THE CONSTITUTION

1. Proposals to amend this constitution may be initiated by any representative of the Student Government Association, provided that such proposals are submitted in writing to the Executive Board eight days before presenting the amendments to the membership.
2. The Executive Board will present the amendments to the membership a minimum of eight days prior to voting.
3. A two-thirds vote, of those present at the Student Government Meeting, shall be necessary for the adoption of amendments to this constitution.