Student Government Association Constitution

Preamble
We, the students of Texas A&M University-Corpus Christi, will provide effective representation in all matters that directly affect the state of student affairs using the most current edition of Robert’s Rules of Order for parliamentary procedure while maintaining the highest ethical standards, do hereby establish and adopt this constitution.

ARTICLE I NAME AND PURPOSE

SECTION 1
This organization shall be known as the Student Government Association of Texas A&M University-Corpus Christi.

SECTION 2
The Student Government Association shall be the only organization on the campus of Texas A&M University-Corpus Christi which exists to represent the student body as granted through this constitution.

ARTICLE II EXECUTIVE BRANCH

SECTION 1
All executive powers shall be vested in the Executive Branch of the Student Government Association.

 SECTION 2
The Executive Branch shall consist of a Student Government President and a Student Government Vice President who shall be elected by a majority vote of the student body of Texas A&M University-Corpus Christi.

a. The term of office for the Student Government President shall begin June 1st, and shall end May 31st of the following year. If the Student Government President will be absent for a period of no less than two weeks and no more than twelve weeks, the Student Government Vice President will become the Student Government President Pro tempore in a general meeting. A termination of duties date will be set at the same meeting following the two/thirds approval by the Student Senate. Notification of a desired leave of absence must be provided in advance whenever possible.

b. The term of office for the Student Government Vice President shall begin June 1st, and shall end May 31st of the following year. If the Student Government Vice President will be absent for a period of no less than two weeks and no more than twelve weeks, a Student Government Vice President Pro Tempore will be elected.
In such case, an open nomination process followed by a two/thirds Student Senate approval will choose the Student Government Vice President Pro Tempore. A termination of duties date will be set at the same meeting following the two/thirds approval by the Student Senate. Notification of a desired leave of absence must be provided in advance whenever possible.

SECTION 3
The duties and powers of the Student Government President shall include but not be limited to:

a. Administering the Oath of Office to all newly elected executive officers, Senators, Committee Chairpersons or Co Chairs, and to any appointed and approved students filling any vacant positions with Student Government. The Student Government Advisor, Vice President of Student Affairs, or the President of the University shall administer the Oath of Office to the Student Government President and Vice President.

b. Jointly appointing, with the incumbent Chief Justice, and succeeding President, the succeeding Chief Justice of the Student Government Judicial Branch. The succeeding President, along with the newly appointed Chief Justice, shall jointly appoint up to four associate justices, as required. All appointments shall require the approval by a two thirds vote by the Student Senate.

c. Appointing a Public Relations Chairperson, (preferably with a marketing/communications background), Historian, special committees, and University committees. All appointments shall require the approval by a two thirds vote by the Student Senate.

d. Appointing a treasurer, to serve as a liaison between the Student Affairs Business Coordinator and the Executive Branch. The treasurer must have a minimum 60 completed hours at the time of appointment, (preferably with finance or accounting background), and two letters of recommendation from Texas A&M University-Corpus Christi professors. The treasurer may not hold any other offices within the Student Government Association during their term of office. The treasurer has no voting power and will have no influence on the budget.

e. The Student Government President shall have authority to create and appoint all necessary executive offices and committees, which will serve at the discretion of the Student Government President. These offices and committees, including but not limited to the Secretary and Speaker of the Senate shall require the approval by a two thirds vote by the Student Senate to maintain the office of student government. All senators, representatives and committee chairpersons are required to be present for a minimum of one hour per week during regular business hours.
f. Appointing a new Student Government Vice President or Chief Justice in the event of resignation, removal from office, or incapacitation, which shall require the approval by a two thirds vote by the Student Senate.

g. Calling special sessions of the Student Senate when needed, and to specify the date, time, and location of such meeting within 48 hours of the day of the meeting called. The Student Senate shall convene anytime during the fall, spring, and summer I and summer II semesters or except during final exam weeks. Final exam weeks are defined as the day after the designated Reading Day to the last day of finals. Special sessions may include conference calls. Appropriate votes are as follows: Yay, Nay, or Blank (abstention).

h. Presenting the State of Student Affairs address once the elected Student Senate from Spring elections is seated. This address shall also be presented to all campus newspapers for campus wide distribution.

i. Briefing the incoming Student Government President elect and the Student Government Vice President elect on all University affairs.

j. The outgoing President will choose the Representative for the Chancellor Student Advisory Board.

k. Representing the student body on the Student Service Fees Advisory Committee.

l. Serving as the ceremonial representative of the student body. Events to be attended include but are not to be limited to all events in which there is an administrative invitation, such as a member of the Student Panel for the Presidential Search Committee, Investiture ceremonies, the President Convocation, the President’s Ball, Islander Tribute, and Board Authorized Tuition Hearings. Appropriate demeanor and etiquette must be demonstrated while serving as a ceremonial representative, which will be determined by those administrative officials who offered invitations. Reported discrepancies will be reviewed by the Student Senate and any hearing for disciplinary actions will be brought before the Judicial Board.

m. Setting scheduled meetings at the beginning of each semester (within the first two calendar weeks) and the end of each semester (within the last three calendar weeks) with the University President and the University Provost, scheduled meetings with the Vice President of Student Affairs and the Dean of Students on a monthly basis, and scheduled meetings with the Student Government Advisor on a weekly basis. All meetings will be kept within the timelines stated herein.

n. Setting and keeping scheduled meetings throughout the calendar year with the following University officials on an annual basis: Deans of Colleges, Vice President for Academic Affairs, Vice President for Finance and Administration, Vice President for Institutional Advancement, Vice President for Planning and
Institutional Effectiveness, Associate Vice President for Graduate Studies and Research, Associate Vice President of Academics, Associate Vice President for Enrollment Management, Bell Library Director, Health Center Director, Athletics Director, Speaker of Faculty Senate, and Staff Advisory Council President. All meetings will be kept within the timelines stated herein.

o. Signing or vetoing any bill passed by the Student Senate. The President shall be able to use line item veto. Should the President fail to action a bill within ten working days of its receipt, the bill shall take effect without his/her signature.

SECTION 4
The Student Government President cannot veto any constitutional amendment, amendments to the bylaws, resolutions, or measures approved in initiatives and general elections.

SECTION 5
The duties and powers of the Student Government Vice President shall include but not be limited to:

a. Succeeding the Student Government President in case of resignation, removal from office or incapacitation. Incapacitation will be defined as follows: to make legally ineligible; disqualify. If the Student Government President will be absent for a period of no less than two weeks and no more than twelve weeks, the Student Government Vice President will become the Student Government President Pro Tempore.

b. The Student Government Vice President has the duty of appointing the Chairpersons for all standing committees in the Student Senate and any ad hoc committees created in the Student Senate, which shall require the approval by a two thirds vote by the Student Senate.

c. Assisting the Student Government President with his/her assigned duties.

d. Presiding over meetings and serving as parliamentarian in the absence of the Speaker of the Senate, whose duties are described in Article III, Section 5.

e. Managing all operations of the Student Government Association as assigned by the Student Government President.

SECTION 6
A draft of the Student Government Association budget for the upcoming semester shall be prepared by the Student Government President and Vice President and be presented to the Senate by the second meeting of the Student Government Association and should be approved by the third meeting of the Student Government Association of the respective semester. Throughout the year, any additional expenditures exceeding 1.0% of the accessible SGA budget at that exact date in time with the current budget shall also be
presented to the Senate for approval by simple majority. All powers, including legislative and spending of any unused budget, will be vested in the executive branch during the summer sessions.

SECTION 7
Any individual holding an office or an appointed position who graduates in the Fall semester may retain all rights and privileges bestowed upon them through the following Spring semester with the following conditions:

a. If they are enrolled during the following Spring semester or actively seeking enrollment for the following Fall semester, as a graduate or post baccalaureate student

b. If they are actively seeking reelection in an office or if they are seeking other appointed positions in the Student Government Association for the following Fall.

ARTICLE III LEGISLATIVE BRANCH

SECTION 1
All legislative powers shall be vested in the Student Government Association Student Senate.

SECTION 2
The Student Senate shall be composed of members elected every year by the students of every college; At least three senators may be elected to represent students in each of the five colleges: College of Business, College of Education, College of Liberal Arts, College of Nursing and Health Sciences, and the College of Science and Engineering. Two Representatives will represent international students, student housing (one on-campus and one off-campus), and disability services will also be appointed. In addition one freshman representative will be elected. All students are eligible to serve as a senator for their class provided they fulfill Article VII, Section 2. Graduate students cannot apply as a senator of a college. All senators and representatives will have full voting power elected or appointed.

SECTION 3
The duties and the powers of the Senate shall include but not be limited to:

a. Enacting all measures necessary and proper for the general welfare of the student body of in accordance with this constitution.

b. Establishing bylaws, which are necessary for the proper functioning of the Student Government Association and the Student Senate with a majority vote of the membership.
c. Calling a referendum of the student body in order to consider proposed legislation. The results of the referendum shall be presented to the Student Government President to be enacted.

d. Confirming all individuals appointed to committees by the Student Government President.

e. Overriding the veto of the Student Government President by a two thirds majority vote of the membership present.

f. Approving all appropriations requests made by the Legislative, Executive, and Judicial Branch of the Student Government Association.

g. Approving all Student Senate seats.

h. Maintaining the office of student government. All Senators are required to be present for a minimum of one hour per week during regular business hours.

i. Meeting attire will be business casual to business attire with the President calling for business attire depending on the SGA meeting and/or event. Defining business casual as the Student Government Association Polo shirt, slacks and no flip flops. Business attire is defined as slacks, tie, collar/button up shirt, with dress shoes with a vest/jacket being optional for males. Females will wear slacks/skirts of appropriate lengths and a blouse which covers the chest area or are modest. Members of SGA attending meetings out of dress code will be addressed by the President in the manner he/she feels appropriate. If the SGA member is addressed 2 or more times, then he/she will be given half an absence.

SECTION 4
The Student Senate shall have the authority to create and appoint all Senate offices and committees necessary to represent the student body. Before any such appointment shall be made, the Student Senate shall confer first with the Executive branch with their decision to create and appoint all Senate offices or committees. In the event of any discord arising between the Executive branch and the Student Senate, upon a favorable decision for the Senate by the Judicial Board, the Student Senate, upon a two thirds vote, will have the executive authority to create and appoint any Senate offices or committees. If the executive branch is in absentia, the Speaker of the Senate may administer the Oath of Office to any newly elected Senate officers, Committee Chairpersons or CoChairs.

SECTION 5
A Speaker of the Senate shall be elected by the Senate within the first quarter of every fall semester. Elections shall consist of an open nomination process, and the Speaker shall be elected by a two thirds vote. In the event of resignation, removal from office, or incapacitation, a new Speaker of the Senate shall be elected by similar means. In the case that the newly elected individual was serving as a Senator, he or she shall vacate any positions associated with Student Government, and appropriate action shall be taken to fill any vacancies. The Speaker of the Senate shall serve as parliamentarian for the Senate, and as such will be denied the ability to cast a vote during Senatorial proceedings.
The Speaker shall also remain neutral while facilitating discussion. The duties and powers of the Speaker of the Senate shall include but not be limited to:

a. Presiding at meetings and overseeing parliamentary procedure as detailed by the most current edition of Robert’s Rules of Order.
b. Serving as the liaison between the Student Senate and the Executive Branch.

SECTION 6
Any senator who graduates in the Fall semester may retain all rights and privileges bestowed upon them through the following Spring semester with the following conditions:

a. If they are enrolled during the following Spring semester or actively seeking enrollment for the following Fall semester as a graduate or post baccalaureate student.
b. If they are actively seeking reelection in an office or other appointed positions in the Student Government Association for the following Fall.

ARTICLE IV JUDICIAL BOARD

SECTION 1
All judicial powers shall be vested in the Judicial Board.

SECTION 2
The Judicial Board shall be made up of currently enrolled students. To be appointed Chief Justice, a student must be able to serve a full one year term. The term of office for the Student Government Chief Justice shall begin June 1st, and shall end May 31st of the following year. The succeeding Chief Justice will be jointly appointed by the incumbent Student Government President, with the incumbent Chief Justice, and the succeeding Student Government President at the end of spring elections. The succeeding Student Government President and succeeding Chief Justice shall jointly nominate up to four associate justices, as they are required. The succeeding Chief Justice will make the appointments. All appointments shall require the approval by a two thirds vote by the Student Senate.

SECTION 3
The number of justices serving on the Judicial Board during summer sessions I and II shall be three (one Chief Justice and two Associate Justices). The number of justices serving on the Judicial Board during the fall and spring semesters shall be five (one Chief Justice and four Associate Justices). Quorum for the Judicial Board is at least three Associate Justices and one Chief Justice. Each justice of the Judicial Board may serve up to a one year term beginning with summer session I and ending at the conclusion of the following spring semester. Justices seeking a second or subsequent terms may do so upon nomination and appointment made by the Chief Justice. An Associate Justice can serve during summer session I and II and complete their summer terms as an Associate, or an
Associate Justice can serve during summer session I and II and continue to serve throughout the fall and spring, upon the approval of the Chief Justice following the summer sessions. Justices serving on the Judicial Board who retire at the end of summer session II or graduate at the end of the fall semester will be replaced by nominees made and appointed by the Chief Justice. All appointments shall require the approval by a two thirds vote by the Student Senate.

SECTION 4
The duties and powers of the Judicial Board shall include but not be limited to:

a. Certifying or rejecting any and/or all races, referendum issues, and other issues voted on by the general student population. Official results must be certified within two class days of such elections or referendum, by a majority of the Judicial Board, unless approved by a two thirds vote of the Student Senate, only for matter of review and or/hearing.

b. Hearing all appeals of parking violation received on the campus.

c. Hearing all appeals of Library fines.

d. Hearing all cases involving a dispute over the constitution and the bylaws of the Student Government Association and all legislation enacted by the Student Senate.

e. Hearing on other matters that may be brought to the Student Government Judicial Board.

f. Hearing all impeachment proceedings.

SECTION 5
The duties and powers of the Chief Justice of the Judicial Board shall include, but not limited to:

a. Acting as the sole contact from the Judicial Board to the University Police Department and the Library Officials regarding the appropriate appeals.

b. Presiding over the Judicial Board and setting all meeting times and locations, such that a majority will be in attendance.

c. Presiding over Judicial Board hearings.

d. Jointly appointing, with the incumbent President, and succeeding President, the succeeding Chief Justice of the Student Government Judicial Branch. The succeeding President, along with the newly appointed Chief Justice, shall jointly
appoint up to four associate justices, as required. All appointments shall require the approval by a two thirds vote by the Student Senate.

SECTION 6
All Judicial Board hearings shall be directed by the Chief Justice and should consist of the Chief Justice and two Associate Justices, when occurring during the summer sessions, and should consist of the Chief Justice and four Associate Justices when occurring during the fall and spring. Judicial Board hearings will not be conducted without the Chief Justice presiding, but in the interest of efficiency and timeliness, a hearing may be conducted when two or fewer Associate Justices are in absentia. In the event the Chief Justice is in absentia for a period of no less than two weeks and no more than twelve weeks, a Chief Justice pro tempore will be appointed by the Chief Justice from the Associate Justices, who will preside over the remaining Associate Justices. If the Chief Justice is unable to appoint the pro tempore Chief Justice, the power is granted to the SGA President. In the event that fewer than three Justices comprise the Judicial Board during the summer sessions, additional Justices may be appointed by the Chief Justice, and must be approved by both the President and Vice President. Their term will end at the end Summer session II. In the event that fewer than five Justices comprise the Judicial Board during the fall and spring semesters, additional Justices may be appointed by the Chief Justice, pending approval by a two thirds vote by the Student Senate. Their term will end at the end of the spring semester. Justices seeking a second or subsequent terms may do so upon nomination and appointment made by the Chief Justice.

SECTION 7
Should the Chief Justice be involved with matters of a hearing, the Student Government Senate shall nominate and appoint one member from the Student Senate to preside over the Board for the duration of the hearing. In the event that both the Chief Justice and an individual(s) from either the Executive branch or Student Senate are involved with the matter, a Chief Justice pro tempore shall be appointed from the remaining Justices by a majority vote of the Senate. The Chief Justice pro tempore shall serve until the respective matter has been resolved. Quorum must be met for the hearing to proceed. Quorum for the Judicial Board is at least three Associate Justices and one Chief Justice.

ARTICLE V STUDENT BODY PETITION

SECTION 1
The student body shall have the power to enact measures independent of the Student Senate through a referendum petition. A referendum petition must contain the signatures of ten percent of the concerned college, class or the student body. A referendum must then be held within another fourteen days. It is then the duty of the Student Government President to implement the results of the referendum.

ARTICLE VI STUDENT GOVERNMENT ELECTIONS
SECTION 1
Elections for Student Government President and Vice President and Student Senate shall be held in the spring of each year, upon dates to be decided on a timely manner. The Student Government Vice President or an Election Committee appointed by the Student Government Vice President and approved by the Student Senate, will declare a date for the fall freshmen elections, regular, or special elections. Once the fall elections have taken place, a vacant or vacated seat shall be filled by special election or by appointment. The Student Senate shall vote on holding a special election or appointing a new senator with a two thirds vote of members present.

SECTION 2
In the event of or a tie in any Senate elections, a special election shall be held to break the election tie upon approval by the Student Senate. The Chairperson of the Election Committee shall initiate this special election during any semester or session. The Student Government President shall appoint a Special Election Committee, pending approval by the Student Senate, to administer this election process.

ARTICLE VII STUDENT GOVERNMENT MEMBERSHIP

SECTION 1
Membership in the Student Government Association shall be open to all students officially enrolled at Texas A&M University-Corpus Christi. The Student Government Association shall not discriminate either in favor of or against any student on the basis of race, creed, color, sex, sexual orientation, age, national origin or disability.

SECTION 2
All students running for office in the Student Government Association must be currently enrolled and have no less than a 2.5 cumulative GPA. If the student has not yet established a GPA with Texas A&M University-Corpus Christi, then the student’s GPA will be reviewed as soon as it is established. The Student Government Advisor shall review the GPAs of all candidates. Terms of membership shall begin the day of the academic calendar starting the first Summer Session and shall end the following academic calendar year on the day prior to the first Summer Session.

SECTION 3
Students elected to a position shall have the period until the Official Swearing-In Ceremony to accept or deny their positions. Students not meeting the required GPA after the spring semester shall have both Summer Sessions to achieve such.

ARTICLE VIII IMPEACHMENT PROCESS

SECTION 1
Any student or Senate member shall have the right to initiate impeachment proceedings in the form of an inquiry against elected or appointed Student Government member. The Student Senate shall decide if the charges are valid with a two-thirds vote. Once the Student Senate validates formal charges the impeachment proceedings will begin. After the Student Senate validates charges for impeachment, a maximum of four weeks will be authorized for an impeachment hearing. If more time is needed, the request must be made to the Student Senate for a majority vote.

SECTION 2
Grounds for investigating impeachment charges shall include but are not limited to:

a. Violating Student Code of Conduct.

b. Any unethical conduct as determined by two-thirds of the Student Senate.

c. Missing a set number of meetings in the bylaws.

d. Failure to maintain a 2.5 cumulative GPA.

e. Failure to maintain or complete duties described herein the Constitution.

SECTION 3
Any charges against a Student Government member will not affect their duties as a member unless they are found responsible.

SECTION 4
The Chief Justice of the Student Government Association Judicial Board has the duty of presiding over the Judicial Board, which shall be empowered to conduct the Impeachment hearing. In the event that the impeachment proceedings are directed toward the Chief Justice, then the Associate Justice’s shall nominate one of their own as the Chief Justice pro tempore, who shall preside over the remaining Judicial Board.

SECTION 5
After the hearing, the Judicial Board shall present to the Student Senate their findings and recommendations. If the decision is to remove the official from office, the Chief Justice shall present the impeachment package to the Student Senate for a vote.

ARTICLE IX CONSTITUTION AMENDMENTS

SECTION 1
Should the Student Senate deem it necessary to amend the constitution, the Constitution Committee Chair shall present an amendment to the Student Senate, in resolution form
for endorsement by a two third vote. For ratification, the student body in a general
election must approve the amendment by a majority vote.

SECTION 2
Once the Student Senate has endorsed a referendum and/or bills that directly concern the
student body’s well being, and the student body has ratified the referendum and/or bills, it
should be incorporated into the constitution in the appropriate section.

SECTION 3
This constitution provides for the creation of the bylaws necessary to carry out the duties
specified within the Student Government Association Constitution. The bylaws should
appear immediately following the constitution at all times. The bylaws may be amended
by a majority vote of the voting members of the Student Senate, without the need for a
referendum vote by the general student population.

SECTION 4
Any proposed amendments, together with the parts affected within the constitution, shall
be published and presented to the student body in any media form deemed necessary by
the Constitution Committee, a minimum of two weeks before the student body votes
upon the amendments.

SECTION 5
All previous constitutions are null and void.

SECTION 6
This Student Government Association Constitution stands approved by the student body
as of (5/18/2009)

BYLAWS
These bylaws are necessary to carry out the duties specified within the Student
Government Association constitution.

ELECTION CODE

SECTION 1
For the purpose of determining when the number of senator positions shall be counted, as
specified in the constitution, the number of senator positions for each college and for
graduate classes shall be taken on the twelfth class day of the spring semester. In the fall
semester, counts of all classes shall be taken on the first class day to determine the
preliminary number of senator positions available. However, the official number of
representatives for all these classes shall be determined on the twelfth class day of the fall
semester.

SECTION 2
Candidates within three (3) credit hours of qualifying for an elected office in the spring
semester and have a minimum cumulative GPA of 2.5 may run for that office given that
the candidate commits to attending summer school to complete classification criteria. When such an instance should occur, it must be brought to the attention of the Student Government President and Advisor; and the candidate will address the necessary actions to complete the classification criteria.

SECTION 3
The Student Government President and Student Government Advisor will reevaluate the GPA and classification of each elected Student Government member prior to the first Student Government meeting of the spring semester.

SECTION 4
The following Election Code of Ethics will apply to all Student Government Association Elections:

a. Any candidate running for office cannot be affiliated in any manner with the Election Committee and/or the Judicial Board. This includes but is not limited to counting ballots or certifying the election. Any student on the Election Committee cannot campaign for a candidate.

b. A candidate, or any student affiliated with him/her, may not put up campaign material in unauthorized areas.

c. A candidate may not display or distribute campaign material within voting area(s) as defined by the election committee. All banners in the University Center must be removed by the day of the election.

d. A candidate or anyone affiliated with the candidate may not take down, cover, mark, tear, or deface in any manner another candidate’s campaign material.

SECTION 5
The following additional requirements apply to all Student Government Association President and Vice President Candidates:

Candidates interested in running for the President position must have a minimum of one full academic year experience as an elected or appointed member in the Texas A&M University-Corpus Christi Student Government Association. Candidates interested in running for the Vice President position must have a minimum of one full academic semester experience as an elected or appointed member in the Texas A&M University-Corpus Christi Student Government Association. Prospective presidential and vice presidential candidates meeting the requirements must participate in the mentor program as defined by the Elections Committee.

STUDENT SENATE

SECTION 1
If a Senator or Senate Officer accumulates more than one (1) unexcused absence per semester of his/her full term in the Senate, he/she will be removed from his/her position following a trial to be presided over by the Chief Justice or the Vice President. The notification will occur within seven (7) days of the second absence. The trial will be held seven (7) days after the notification is sent out by the Secretary.

A. Excused absences will be limited to two (2) per semester. An excused absence is defined as:
   i.) A University excused absence, which is defined in the General Academic Policies and Regulations’ in the University handbook as “intercollegiate athletics competition/travel, field trips, student research conferences, and Board of Regents meetings”.
   ii.) An absence that the Vice President deems of merit and has received notice of Twenty-four (24) hours prior to the scheduled Student Government Association (SGA) meetings and/or events.
   iii.) Senators/Senate Officers will be given a half absence if not in accordance with the requirements of the dress code defined in Article 3, Section 3, letter I. of the SGA Constitution and By-Laws.
   iv.) In the case of extenuating circumstances i.e. death, family emergencies, or anything the Vice President deems an “extenuating circumstance” there will be no penalty incurred for the absence. Proof of circumstance must be provided by the following SGA meeting.

Two (2) roll calls will be taken during the meetings of the Student Senate, after calling the meeting to order and prior to adjournment.

SECTION 2
Eight standing committees shall exist in the Student Senate. Those committees will be the Student Affairs Committee, Academic Affairs Committee, Environmental Affairs Committee, Parking and Transportation Committee, General Elections Committee, University Traditions Committee, and Constitution Committee. The chairperson of each committee is required to submit a description of the committee’s goals and objectives to be approved by the Senate once the chairperson is appointed.

SECTION 3
The Academic Advising Committee will be a temporary committee designed to help create coherent policies that will be in the best interest of the student body. It will consist of appointed chairperson and voluntary members to work on behalf of the students. The chairperson is charged with the responsibility of creating a proper balance of representation within his/her committee. Specifically, the body should include all of the following: a freshman, a sophomore, a junior, a senior, a graduate student, an arts and humanities major, a business major, a science and engineering major, and an education major, thereby ensuring appropriate representation for all segments of the campus community. The Academic Advising Committee will serve at the pleasure of the Student Government until a time when the Student Government deems the committee ready to be
dissolved. Dissolution will be achieved with a majority vote of the Senate.

SECTION 4
For all meetings business shall be conducted as follows:

a. The Student Senate Recording Secretary shall take the general minutes of all Student Senate meetings and make them available to the student body.

b. All meetings shall be open to the public, except for specific meetings called by the Student Government President such as emergency sessions.

c. A special request may be made by a member of the student body to the Student Government President, Vice President, or the presiding officer of the Student Senate in order to request an item to be placed on the agenda.

d. Senators have the right to proxy their vote up to the time of the meeting. At the first meeting of the Student Senate the Student Government Vice President will determine proxy procedure.

SECTION 5
Special provisions for business may be conducted as follows:
A simple majority of the voting members of the Student Senate present shall constitute a quorum at the meetings. A simple majority of senators enrolled in the summer session in which the meeting is held shall be present to constitute a quorum at the meeting.

EXECUTIVE BRANCH

SECTION 1
The office of Vice President for Legislative Affairs will be appointed by and serve at the discretion of the Student Government President. The primary duties of the Vice President of Legislative Affairs will be to assist in developing the legislative agenda for the executive branch, to assist the Student Government Vice President with his/her duties in the Student Senate.

SECTION 2
The office of Vice President for Internal Affairs will be appointed by and serve at the discretion of the Student Government President. The primary duties of the Vice President of Internal Affairs will be to assist in creating executive committees necessary for the Executive Branch to carry out its duties, to serve as chief public relations officer, and to serve as Chief Counsel for the Executive Branch in hearings before the Judicial Board.

SECTION 3
The executive branch shall appoint a recording secretary/secretaries and a parliamentarian/parliamentarians.
JUDICIAL BRANCH

SECTION 1
In the event that a justice has an appeal they are to remove themselves from any decisions to be made on the appeal. In the event that the Chief Justice has an appeal, the Student Government Vice President will preside over the hearing.

SECTION 2
No individual may hold a Judicial Branch office while holding either an Executive Branch or Legislative Branch office. Individuals may hold appointed positions.