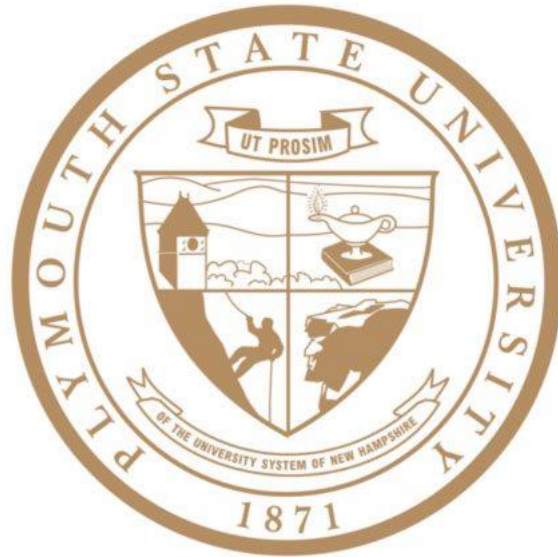


CONSTITUTION OF THE PLYMOUTH STATE UNIVERSITY STUDENT GOVERNMENT ASSOCIATION



Last Revised September 12, 2022

ARTICLE I. NAME

The name of this organization shall be Plymouth State University Student Government Association, hereinafter referred to as the PSU SGA.

ARTICLE II. PURPOSE

The PSU SGA, elected by our peers, serves as a non-partisan organization representing all students. The PSU SGA is committed to providing fair representation of the Student Body, promoting social responsibility, caring for the surrounding community, and enhancing individual intellect. SGA shall enact and enforce policies that promote high academic standards for personal conduct, to increase the appreciation of individual responsibility, and to handle the various responsibilities and activities of the Student Body. This is in an effort to enhance our academic and social community and to adhere to the general interest set in place by Plymouth State University's mission statement.

ARTICLE III. REPRESENTATIVES

Section One. Representatives.

A. There shall be twenty-six (26) representatives of the SGA, consisting of the elected and appointed representatives as follows:

- 1. Elected Representatives** shall consist of a President, Vice President, Treasurer, Secretary, and At-Large Representative for each of the four (4) Class Councils, two (2) Off-Campus Representative, and a variable number of At-Large Representatives.
- 2. Appointed Representatives** shall consist of a Graduate Student Representative, Athletic Student Representative, International Student Representative, and Diversity Student Representative.

Section Two. Election of Representatives.

The election of member will be held at the beginning of the year to fill any vacancies and in the spring for all positions.

Section Three. Duties of Representatives

A. Class Representatives: The member will be on the Executive Board of their Class Council. These Senators will update the Student Senate on any events their class is working on, as well as any of the constituent concerns that may arise in their class. They are the Presidents, Vice Presidents, Treasurers, Secretaries, and Class Representatives of their respective classes as listed below:

1. Freshman Class Council
2. Sophomore Class Council
3. Junior Class Council
4. Senior Class Council

B. Off-Campus Representative: The member must reside in non-campus housing. This member will update the Student Assembly on any of the constituent concerns that may arise off-campus.

C. Athletic Representative: The member must be a matriculated student and be a student athletic on an official Plymouth State University athletic team. This member will update the Student Assembly on any of the constituent concerns that may arise within the athletic department.

D. Graduate Representative: The member must be an active graduate student. This member will provide a monthly update from the Office of Graduate Studies, as well as any of the constituent concerns that may arise at the graduate level.

E. International Representative: The member must be a matriculated student and have a home address outside the United States to hold this position. This member will update the Student Assembly on any of the constituent concerns that may arise from the international students.

F. Diversity Representative: The member must be a matriculated student and must identify as part of the BIPOC community. This member will provide an update from the Center of Diversity to the Student Assembly, and any of the constituent concerns that may arise within the BIPOC community.

G. At-Large Representative: The member must remain a matriculated student status to hold the position. This member will update the Student Assembly on any of the constituent concerns that may arise on campus. This position will be posted and filled as needed to maintain a total of thirty-five (35) members.

Section Four. Term of Office.

The term of office for members of SGA begins at the inauguration in the spring following the spring elections. The term of office lasts until the following inauguration unless the member is removed or resigns. There are no limitations of the term of office as long as the student is matriculated at PSU.

Section Five. Removal and Resignation.

1. **Removal** shall be defined as a member of SGA being impeached and forcibly removed from their position. There must be detailed charges to impeach a member

of SGA. A removal does inhibit the member from rejoining as a member of SGA in the future. The steps for conducting an impeachment will be outlined in the bylaws.

2. **Resignation** shall be defined as a member of SGA voluntarily stepping down from their position. A resignation does not inhibit the member from rejoining as a member of SGA in the future.

Section Six. Vacancies.

Vacancies for members of SGA (representatives) will be posted on the SGA webpage and made known to any students who are eligible to fill that role. After at least one (1) week of the vacancy being posted, an internal election may be held for any applicants who would like to fill the position. The election will be announced when the agenda for the upcoming meeting is sent out, and the candidate(s) will receive instructions on the election process and what to expect. Once the Student Assembly has approved the position to be filled, the vacancy on the website will be removed within two (2) days.

ARTICLE IV. OFFICERS

Section One. Officers.

There shall be nine (9) officers of the SGA, consisting of the Speaker, Vice Speaker, Parliamentarian, Treasurer, Secretary, Student Body President, Student Body Vice President, and either two (2) University System Student Board Representatives OR one (1) Student Trustee and one (1) University System Student Board Representative.

Section Two. Election of Officers.

The election of officers will be held at the beginning of the year to fill any vacancies and in the spring for all positions. New Hampshire RSA:187A:3 explicitly describes the election of the Student Trustee and must be followed exactly as described. Any further questions regarding the Student Trustee should be directed to the University System of New Hampshire (USNH) System Office at 5 Chenell Drive, Concord, NH 03301.

Section Three. Duties of Officers

A. Speaker: The member will act as the voice of the PSU SGA and represent the organization wherever and whenever needed. This member will update the Student Assembly about information from the cabinet and faculty and staff speakers.

B. Vice Speaker: The member will serve as an extension of the Speaker and be able to fulfill the roles of the Speaker when needed. This member will update the Student Assembly about information from areas of Student Life.

C. Parliamentarian: The member will make sure that proper conduct is being held at meetings. This member will ensure that SGA follows the parliamentary authority when conducting business.

D. Treasurer: The member will be the subject matter expert regarding all monetary matters. This member will update the Student Assembly about information regarding the financial status of SGA and the recognized student organizations.

E. Secretary: The member will accurately record all Student Assembly meetings. This member will provide members of SGA with the minutes of the Student Assembly meetings.

F. Student Body President: The member will represent the students matriculated at Plymouth State University. This member will update the Student Assembly about information from University Advancement and the Alumni Association in addition to any project they are working on.

G. Student Body Vice President: The member will coordinate with the Student Body President in making sure the needs of the campus community are being met and surpassed. This member will update the Student Assembly about information from ResLife and Dining.

H. Student Trustee: The member will represent PSU as a **voting member** to the University System of New Hampshire (USNH) Board of Trustees (BOT) on a rotating schedule. This member will update the Student Assembly about information from any non-public session of the BOT meeting and information from the other USNH institutions.

I. University System Student Board Representative: The member will represent PSU as a non-voting member to the USNH BOT. This member will update the Student Assembly about information from any non-public session of the BOT meeting and information from the other USNH institutions.

Section Four. Term of Office.

Term of office begins at inauguration following the SGA election with the term lasting from inauguration to the following inauguration. There are no limitations of the term of office as long as the student is matriculated at PSU. Exception: The Student Trustee term of office is July 1st to June 30th of each academic year, which each institution sharing a rotating schedule of two (2) trustees at a time per New Hampshire RSA:187A:3.

Section Five. Removal and Resignation.

- 1. Removal** shall be defined as a member of SGA being impeached and forcibly removed from their position. There must be detailed charges to impeach a member of SGA. A removal does inhibit the member from rejoining as a member of SGA in the future. The steps for conducting an impeachment will be outlined in the bylaws.
- 2. Resignation** shall be defined as a member of SGA voluntarily stepping down from their position. A resignation does not inhibit the member from rejoining as a member of SGA in the future.

Section Six. Vacancies.

Vacancies for members of SGA (officers) will be posted on the SGA webpage and made known to any students who are eligible to fill that role. After at least one (1) week of the

vacancy being posted, an internal election may be held for any applicants who would like to fill the position. The election will be announced when the agenda for the upcoming meeting is sent out, and the candidate(s) will receive instructions on the election process and what to expect. Once the Student Assembly has approved the position to be filled, the vacancy on the website will be removed within two (2) days. Exception: In regard to the Student Trustee, if the Student Trustee position becomes vacant during the term of office a special election must be held in accordance with RSA:187A:3.

ARTICLE V. ADVISORS

Section One. Advisor.

The Director of Student Life shall be appointed to the SGA by the Vice President of Communication, Enrollment and Student Life, and shall serve a term of office at the discretion of the administrator and SGA. Alternative advisors may be appointed by the Director of Student Life as seen needed. The advisor(s) may attend SGA and Executive Board meetings and participate in discussion and debate, but may not vote, make motions or second motions.

ARTICLE VI. MEETINGS

Section One. Regular Meetings.

Regular meetings of the SGA will be held weekly each semester as specified in the Standing Rules of Order unless otherwise specified by the membership. The first meeting of each semester shall occur in the first week of classes.

Section Two. Special Meetings.

Special meetings of the SGA may be called by a member of the Executive Board with a majority vote or upon the written request of seven (7) members of SGA. The purpose of the meeting shall be stated in the call. Except in cases of emergency authorized by the SGA advisors, at least five (5) days' notice shall be given to members by telephone, in writing, or electronic means.

Section Three. Quorum.

The quorum for regular and special meetings of the SGA shall be 50% + 1.

Section Four. Rules of Conduct.

A. *Constituent Comments.*

Regular meetings of the SGA shall provide an opportunity for comments from constituents at the end of the meeting. Constituents will be given a designated amount of time, and a vote will be made to continue, table, or end the discussion.

B. *Guest Speakers.*

Guest speakers shall be limited to ten (10) minutes unless otherwise ordered by the membership, with ten (10) minutes limited for comments, concerns, and questions.

C. *Student Organization Recognition and CEA Requests.*

A maximum of two (2) student organizations and two (2) CEA requests shall be presented during a regular SGA meeting unless written notice is presented five (5) days in advance.

ARTICLE VII. EXECUTIVE BOARD

Section One. *Composition.*

The Executive Board will be composed of the Speaker, Vice Speaker, Parliamentarian, Treasurer, Secretary, Student Body President, Student Body Vice President, either two (2) University System Student Board Representatives OR one (1) Student Trustee and one (1) University System Student Board Representative.

Section Two. *Powers.*

The Executive Board shall be authorized to conduct the business of the SGA during and between academic semesters or in an emergency situation as authorized by the Vice President of Communication, Enrollment, and Student Life, in addition to the PSU administration. All monetary purchases should be coordinated through the advisor(s) of SGA, and a report will be generated and sent to all members of SGA.

Section Three. *Meetings.*

A. *Regular Meetings.*

Regular meetings of the SGA will be held weekly each semester as specified in the Standing Rules of Order unless otherwise specified by the membership. The first meeting of each semester shall occur in the first week of classes.

B. *Special Meetings.*

Special meetings of the Executive Board may be called by a member of the Executive Board after consultation with the SGA advisor(s) or upon the written request of three (3) members of the Executive Board. The purpose of the meeting shall be stated in the call. Except in cases of emergency authorized by the SGA advisors, at least three (3) days' notice shall be given to members by telephone, in writing, or electronic means.

C. *Quorum.*

The quorum for regular meetings of the Executive Board shall be 75%. The quorum for special meetings of the Executive Board shall be 50% +1.

ARTICLE VIII. COMMITTEES

Section One. Standing Committees.

Committees.

- 1. Academic Affairs Committee**
- 2. Community Welfare and Protection Committee**
- 3. Finance Committee**
- 4. Internal Affairs Committee**
- 5. Student Assembly**
- 6. Student Life Committee**
- 7. Student Organizations Committee**
- 8. University Student Board**

Section Two. Special Committees.

Ad hoc committees will be established as seen necessary with a majority vote. Examples may consist of task forces to deal with issues that arise within the organization or on campus, committees formed at the discretion of the PSU administration, or any other reason seen fit. Ad hoc committees are expected to last no more than one calendar year and should seek to move the issue to a standing committee if expected to last longer.

ARTICLE XI. PARLIAMENTARY AUTHORITY

The most recent edition of *Robert's Rules of Order Newly Revised* shall govern the SGA in cases to which they are applicable and in which they are not inconsistent with the Constitution, Bylaws, and/or any Standing Rules of Order that the SGA may adopt.

ARTICLE X. BYLAWS

Section One. Amendments.

Amendments made to the constitution may be called by a student at the University when the constitution is made available to all students in the fall of each academic year or by a member of SGA with the written request of eight (8) members. Amendments require an 80% vote of the SGA at a regular meeting to be adopted.

Section Two. Amendments To Bylaws.

These bylaws may be amended by vote of 75% of the SGA at a regular meeting of the provided the amendment has been announced to the Student Body at least fourteen (14) days prior to the meeting in which it is considered. The notice shall include the complete text of the proposed amendment.

Section Three. Effective date.

Amendments to these bylaws shall take effect at the adjournment of the meeting at which they are adopted unless otherwise provided.