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STUDENT GOVERNMENT ASSOCIATION

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TENNESSEE TECH UNIVERSITY

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# Student Government Association

# CONSTITUTION

Tennessee Technological  
University

[SGA@tntech.edu](mailto:SGA@tntech.edu)  
[www.tntech.edu/SGA](http://www.tntech.edu/SGA)

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# STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

## PREAMBLE

*We, the members of the Student Government Association of Tennessee Tech University come together in order to promote and perpetuate the best interests of the Tennessee Tech and the students represented therein, to ensure cooperation among said students and between students and Tennessee Tech administration, faculty, and the community to the end that the condition of the students may be improved. We hereby do ordain and establish this Constitution for the Student Government Association to serve as the guiding document for our organization and its members.*

## ARTICLE I: DEFINITION

### Section 1 – Name

The name of this organization shall be the Tennessee Technological University Student Government Association, hereafter referred to as “SGA” or “the SGA”.

### Section 2 – Membership

The membership of the SGA shall consist of undergraduate and graduate students of Tennessee Technological University. Membership shall not be denied on the basis of age, race, sex, sexual orientation or gender identity, disability veteran status, religion, national origin, or any other bases protected by federal and state law.

### Section 3 – Terms

- A. An *announcement* is, at bare minimum, a posting on the SGA website.
- B. A *constituency* is a subsection of the student body bound together by college, major, or common interest.
- C. Every member of the student body is classified as a *constituent*.
- D. The *Election Commission* is a standing committee of the SGA Executive Branch that oversees the annual SGA Executive Council and SGA Senate elections.
- E. A *full session* of the SGA Senate shall extend from the first regular meeting of the SGA Senate following the ratification of the election results until the adjournment of the SGA Senate *sine die* before the conclusion of the academic year.
- F. The *graduate student body* refers to all members of the student body who are in enrolled in graduate academic programs at Tennessee Technological University.
- G. There are two *half sessions* of the SGA Senate. The first half session begins at the first regular meeting of the full session and ends at the last regular meeting of the Fall semester. The second half session begins at the first regular meeting of the Spring semester and ends at the last regular meeting of the full session.
- H.  *Holding office* refers to sitting as a member of one of the three branches of SGA.

- I. A *meeting* of the SGA Senate is any gathering of a two-thirds (2/3) majority of the total voting members of the SGA Senate, provided all such members have been notified of that gathering at least one (1) week in advance of the gathering.
- J. A *notification* of a student or group of students shall be satisfied by either an e-mail or sent to all individuals in that group, or a verbal announcement at a regular meeting of that group, provided minutes of that meeting are recorded and distributed.
- K. A *regular meeting* is a meeting scheduled by the relevant body for the purpose of conducting their routine business.
- L. A *special meeting* of the SGA Senate is an emergency meeting called by the SGA President on important matters that must be discussed as soon as possible.
- M. The *Student Organization Life Opportunity (S.O.L.O) Fund* is the body of funds consisting of contributions of individual students, called the S.O.L.O. Fee, to enrich and enhance student life on campus.
- N. The *student body* refers to the collection of students enrolled in undergraduate or graduate academic programs at Tennessee Technological University.
- O. A *student organization* is any grouping of members of the student body united by a common interest that has been registered with the appropriate university offices not including SGA.
- P. A *supermajority*, or supermajority vote, is a vote in which two-thirds (2/3) of the total requested to vote, vote in approval or opposition.
- Q. The *undergraduate student body* refers to all members of the student body who are enrolled in undergraduate academic programs at Tennessee Technological University.
- R. A *vacancy* is defined as the absence of a person holding a particular office.

## **ARTICLE II: PURPOSE AND POWERS**

### **Section 1 – Purpose**

The purpose of the SGA is to fulfill the following responsibilities:

- A. Promote the constitutional liberties and general welfare of the University community.
- B. Promote student participation in the affairs of Tennessee Technological University.
- C. Serve as a channel for the expression of student opinion to the administration of Tennessee Technological University.
- D. Support student activities and student life on and off campus.
- E. Encourage the development of student responsibility, character, leadership, scholarship, and citizenship.

### **Section 2 – Scope of Power**

The SGA shall be given the power to do the following:

- A. Act in all matters addressed within this Constitution.
- B. Implement and revise standing rules.

- C. Enact legislation to address all matters related to Tennessee Technological University with the purpose of improving the experience and welfare of the student body.
- D. Exercise all other powers and responsibilities granted to SGA by Tennessee Technological University.

**ARTICLE III: ORGANIZATION**

The Student Government Association shall be organized into three equal branches of government:

- A. The Executive Branch shall consist of the Executive Council and the Executive Cabinet.
  - 1. The Executive Council will consist of the following elected officers: SGA President, SGA Vice President, SGA Secretary, and SGA Treasurer.
  - 2. The Executive Cabinet will consist of officers appointed by the SGA President and confirmed by the SGA Senate.
- B. The Legislative Branch of SGA shall consist of the SGA Senate.
- C. The Judicial Branch of SGA shall consist of the SGA Supreme Court.

**ARTICLE IV: EXECUTIVE BRANCH**

**Section 1 – Executive Council**

- A. The President shall be the acknowledged leader of the student body in all matters of student interest and as the head of the Student Government Association, shall present a state of the campus address to the student body at the beginning of the fall and spring semesters
- B. The President shall fulfill the following duties:
  - 1. Preside at all meetings of the executive branch.
  - 2. Appoint all officers of the executive branch, including members of the Executive Cabinet, administrative assistants, and other personnel.
  - 3. Supervise all Student Government Association finances, records, programs, initiatives, and other matters of relevance.
  - 4. Approve or reject, in their entirety, bills passed by the Senate within fourteen (14) days of their reception.
  - 5. Serve as a voting member of the Administrative Council, Athletic Committee, Chapter 606 Student Monies Allocation Committee, and other committees as appointed by the Office of the President.
  - 6. Appoint members to the Election Commission.
  - 7. Present Executive Orders to the Senate for approval.
  - 8. Attend all meetings of the Senate.
- C. The Vice President shall fulfill the following duties:
  - 1. Discharge the duties of the President in the event that the President is not able to perform their duties.
  - 2. Serve as President for the remainder of the term in the event of a vacancy in the office of President.
  - 3. Act as Speaker of the Senate.



4. Serve as a non-voting, ex-officio member of the Senate and all Senate Committees.
  5. Cast votes in the proceedings of the Senate in the case of a tie vote.
  6. Recommend the chairperson for Standing SGA Committees.
  7. Appoint special and ad-hoc committees of the Senate.
  8. Attend all meetings of the Senate.
- D. The Secretary shall fulfill the following duties:
1. Maintain all Student Government Association records, documents, and correspondence.
  2. Keep records indicating the status of all past and present Senate legislation.
  3. Record the proceeding of all Senate and Executive Council and Cabinet meetings, including committee meetings.
  4. Serve as a non-voting, ex-officio member of the Senate.
  5. Forward all bills and resolutions passed by the Senate to the President within three (3) business days.
  6. Attend all meetings of the Senate.
- E. The Treasurer shall fulfill the following duties:
1. Keep account of the income, expenditures, and allocations of all funds under the control of the Student Government Association.
  2. Present a budget report to the Senate at the beginning and end of each semester
  3. Serve as a non-voting, ex-officio member of the Senate.
  4. Preside as chairperson of the S.O.L.O. Funding Committee and the Tech Activities Committee.
  5. Review the financial records of any organization that receives SGA funds.
  6. Advise the President on all financial matters concerning SGA, registered student organizations, and the student body.
  7. Attend all meetings of the Senate.

## **Section 2 – Executive Cabinet**

- A. The Cabinet is an advisory body appointed by the President and confirmed the Senate. The members of the Cabinet advise the President, fulfill duties and responsibilities outlined in the SGA Constitution, and execute any additional duties assigned or delegated by the President.
- B. The Executive Cabinet shall be composed of the following executive officers:
  1. The Chief of Staff
  2. The Secretary of State
  3. The Public Relations Director
  4. Any other positions that the President deems necessary for the proper functioning of the Student Government Association
- C. Executive Cabinet appointments shall be presented to the Senate one (1) week prior to the vote for ratification.
- D. Cabinet appointments shall be subject to the consent of a simple supermajority of the voting membership of the Senate.
- E. Additional cabinet positions may be appointed after ratification at the discretion of the President with the consent of a simple supermajority of the

voting membership of the Senate.

F. General Duties of the Executive Cabinet:

1. Assist and support the President in the fulfillment of their role, as requested by the President.
2. Propose possible topics of interest for legislation to the Senate.
3. Serve as and Executive Resource Officer to a Standing Committee if requested or appointed.
  - A. "Executive Resource Officer" refers to an individual appointed by the Vice President from the Executive Cabinet to serve as a non-voting, advisory member of a Senate Standing Committee that can provide expertise, advice, and insight to other committee members.
  - B. Executive Resource Officers shall attend committee meetings at the invitation of the committee chairperson or by a simple majority vote of the committee, and they shall provide information, answer questions, and offer recommendations related to matters within the committee's jurisdiction.
  - C. Executive Resource Officers shall not serve in any other capacity on a Senate Standing Committee besides their position as Executive Resource Officer.

G. The Chief of Staff, who shall have the following duties and powers:

1. Serve as the coordinator of the activities of any administrative assistants
2. Execute any other tasks or acts of representation that the President deems necessary

H. The Secretary of State, who shall have the following duties and powers:

1. Responsible for the off-campus activities of the SGA
2. Coordinate participation in all official conferences
3. Responsible for communications between the SGA and other institutions of higher education in the State
4. Follow the Speaker Pro-tempore of the senate in the line of succession to the Presidency

I. The Public Relations Director, who shall have the following duties and powers:

1. Responsible for publicizing on all available media the Student Government Association's decisions, functions, and activities
2. Appoint assistants subject to the approval of the President

J. The Tennessee Intercollegiate State Legislature (TISL) Advisor, who shall have the following duties and powers:

1. Lead the delegates of Tennessee Technological University at TISL through bill writing, bill presentation, parliamentary procedure, and debating
2. Communicate with TISL and the President of the Tennessee

Technological University's SGA to detail and select the representatives that will go to TISL

3. Report to the Executive Council and to the Senate on information regarding TISL whenever said information becomes available

### **Section 3 – Presidential Procedures for Legislation Passed by the Senate**

After receiving legislation passed by the Senate from the Speaker of the Senate, the President may take one of the following actions:

- A. Sign – If the legislation is signed by the President, it shall become effective on the date specified within.
- B. Veto – Should the President wish to veto the legislation, they shall write the word “VETO” in lieu of their signature and present a written reason for their veto to the Senate.
- C. Acquiesce – If the legislation is not signed or vetoed by the fourteenth (14) day after its passage, the legislation shall become effective on the date specified within.

### **Section 4 – Executive Orders**

- A. An Executive Order shall be any proclamation by the President that shall affect a change throughout the University.
- B. The President shall notify all officers of the Executive Branch no less than forty-eight (48) hours in advance of a submission of an Executive Order to the Senate.
- C. Executive Orders shall be typewritten and delivered to the Secretary in the same format as a bill.
  1. The words ‘respectfully submitted by the President of SGA’ optionally followed by a list of Executive Branch co-sponsors shall occur in the place of the sponsor/co-sponsor list found in a bill.
- D. An Executive Order is considered passed when an absolute supermajority of Senators vote for passage.
- E. Executive Orders may not reduce the powers of the Senate nor amend the governing documents of the Student Government Association.
- F. Amendments to an Executive Order may be made by a simple majority of Senators or with the consent of the President.

### **Section 5 – Qualifications**

- A. The President shall:
  1. Be of at least junior standing at the start of the fall semester after their election.
  2. Be a full-time or co-op student of the University.
  3. Have served in SGA for at least one (1) year prior to their election.
  4. Maintain a GPA of 2.75 or greater during their term of office.
- B. The Vice President shall:
  1. Be of at least junior standing at the start of the fall semester after their election.
  2. Be a full-time or co-op student of the University.
  3. Have served in SGA for at least one (1) year prior to their election.

4. Maintain a GPA of 2.75 or greater during their term of office.
- C. The Secretary shall:
1. Be of at least sophomore standing at the start of the fall semester after their election.
  2. Be a full-time or co-op student of the University.
  3. Maintain a GPA of 2.75 or greater during their term of office.
- D. The Treasurer shall:
1. Be of at least sophomore standing at the start of the fall semester after their election.
  2. Be a full-time or co-op student of the University.
  3. Maintain a GPA of 2.75 or greater during their term of office.

### **Section 6 – Executive Branch Term of Office**

- A. The term of office for members of the Executive Council shall begin once they are sworn in within the final two weeks of each academic year and shall end following the swearing in of the next Executive Council.
- B. The term of office for members of the Executive Cabinet shall begin after they are confirmed by the Senate and shall end following the swearing in of the next Executive Council.

### **Section 7 – Executive Capacity**

No member of the executive branch shall be eligible to serve concurrently in any other office within the Student Government Association.

### **Section 8 – Executive Officer Academic Requirement**

All members of the Executive Branch shall maintain a 2.75 cumulative grade point average throughout their term of office.

### **Section 9 – Compensation**

Members of the Executive Council shall receive a salary during the fall and spring semesters as approved by the SGA Advisor. The salaries shall be payable during the specified period in a manner consistent with the financial policies of Tennessee Technological University.

### **Section 10 – Service Hours**

- A. Executive Council members shall maintain regular service hours during the fall and spring semesters. The minimum hours required are as follows:
  1. President – Ten (10) hours per week
  2. Vice President – Five (5) hours per week
  3. Secretary – Five (5) hours per week
  4. Treasurer – Five (5) hours per week
- B. The President shall transmit the number of service hours for each member of the Executive Council to the SGA Advisor, the Public Relations Director, and to the on-

campus student media publications.

### **Section 11 – Resignations**

Any member of the Executive Council may resign from their position by submitting notice of their resignation to the President. Upon notification, the relevant position shall become vacant unless stated otherwise in the resignation.

## **ARTICLE V: LEGISLATIVE BRANCH**

### **Section 1 – Name**

The Legislative Branch shall consist of a unicameral body known as the SGA Senate.

### **Section 2 – Purpose**

The general purpose of the SGA Senate is to represent the student body through legislation, to work towards enhancing the experience of students on and off campus, and to oversee the responsible allocation of funds under its direct control.

### **Section 3 – Membership**

A. The Senate shall consist of the following types of members:

1. Officers of the Senate
  - i. The Speaker of the Senate
  - ii. The Speaker Pro Tempore of the Senate
  - iii. The Parliamentarian
  - iv. The Sergeant-at-Arms
2. Senators
  - i. Academic Senators
  - ii. Freshman Senators
  - iii. Special Interest Senators
  - iv. Transfer Senators
3. Senators-at-Large
4. Non-voting *ex officio* members

B. Officers of the Senate

1. All officers of the Senate must be members of the Senate.
2. The term of office for all elected officers of the Senate shall begin with their election and shall end at the conclusion of the full session for which they are elected to serve.

C. Senators

1. Academic Senators
  - i. Academic Senators shall represent the views and interests of their home college/school within the Senate.
  - ii. Academic Senators shall be elected by the constituents of their home college/school to serve during the upcoming

academic year.

iii. The following constituencies are entitled to elect Senators to the Senate:

1. College of Agriculture and Human Ecology
2. College of Arts and Sciences
3. College of Business
4. College of Education
5. College of Engineering
6. College of Fine Arts
7. College of Graduate Studies
8. College of Interdisciplinary Studies
9. Whitson-Hester School of Nursing

iv. There shall be one (1) Academic Senator for every three hundred fifty (350) students, with a minimum of two (2) Senators per college/school, based on the official enrollment numbers from the previous fall semester.

2. Freshman Senators

- i. Freshmen Senators shall represent the views and interests of first-year freshmen at Tennessee Technological University.
- ii. Freshmen Senators shall be appointed by the SGA President and confirmed by the Senate at the beginning of each full session of the Senate or when a vacancy arises.
  1. Prospective senators shall be interviewed by the SGA President and Executive Officers of the President's choosing before their appointment to the Senate.
- iii. Freshmen Senators shall serve no more than two (2) semesters in the Senate.
- iv. There shall be, at minimum, two (2) Freshman Senators, with one (1) additional Freshmen Senator for every three hundred fifty (350) entering freshmen beyond seven hundred (700) students.

3. Special Interest Senators

- i. Special Interest Senators shall represent the views and interests of a particular group of the student body within the Senate.
- ii. The following constituencies are entitled to appoint Senators to the Senate:
  1. Accessible Education Center (AEC) – 1 Senator
  2. Reserve Officers Training Corp (ROTC) – 1 Senator
  3. Residence Hall Association (RHA) – 2 Senators
  4. Office of International Education (OIE) – 1 Senator
  5. Office of Multicultural Affairs (OMA) – 2 Senators
  6. Honors Program (HP) – 1 Senator
  7. Nontraditional Students – 1 Senator

4. Transfer Senators

- i. Transfer Senators shall represent the views and interests of members of the student body who have transferred to Tennessee Technological University from another college or school.

- ii. Transfer Senators shall be appointed by the SGA President and confirmed by the Senate at the beginning of each full session of the Senate or when a vacancy arises.
    - 1. Prospective Transfer Senators shall be interviewed by the SGA President and Executive Officers of the President's choosing before their appointment to the Senate.
  - iii. There shall be, at minimum, two (2) Transfer Senators, with one (1) additional Transfer Senator for every three hundred fifty (350) transfers beyond seven hundred (700) students.
5. Senators-at-Large
- i. Senators-at-Large shall represent the common interests of the student body as a whole.
  - ii. Any Academic Senator shall become a Senator-at-Large upon any voluntary change of their constituency, provided they still meet the qualifications of being a Senator.
    - 1. There shall be no more than five (5) Senators-at-Large holding office at the same time.
    - 2. Before taking office, the Senate shall vote to retain or remove the Senator. An absolute supermajority shall be necessary to retain the Senator.

D. Non-voting *ex officio* members

- 1. Non-voting *ex officio* members of the Senate shall possess the following rights while the Senate is in session:
  - i. Calling for orders of the day
  - ii. Raising points of order, points of personal privilege, points of information, and points of parliamentary inquiry
  - iii. Speaking during meetings
  - iv. Serving in standing, special, and ad-hoc committees of the Senate
- 2. The following shall be non-voting *ex officio* members of the Senate:
  - i. The SGA Secretary
  - ii. The SGA Treasurer
  - iii. Members of the Executive Cabinet

**Section 4 – Qualifications**

- A. Senators shall be full-time students during their term of office.
- B. Senators shall maintain a 2.75 cumulative grade point average throughout their term of office.
- C. Senators from colleges and schools shall maintain a major within the college or school from which they were elected.
- D. Failure of any Senator to maintain these minimum requirements shall, upon notification by the Speaker of the Senate, result in disciplinary action up to and including the initiation of impeachment proceedings if the Senator fails to resign.

**Section 5 – Meetings**

- A. The Senate will meet weekly, absent good cause. A schedule of meetings for a semester shall be created prior to the beginning of the semester and published on the website and social media.
- B. Attendance at all Senate functions is required of all members. Absences will be limited to two (2) unexcused absences from any Senate or meeting per semester, two (2) unexcused absences from any Senate Standing Committee meetings per semester, one (1) unexcused absence from any other Senate functions per semester including University committees, and two (2) absences from service hours. These absences will not be cumulative over the academic year. The SGA Secretary will notify the President and delinquent senator when they miss their third meeting.  
If the senator does not submit a formal resignation at that time, impeachment proceedings shall be Initiated.

**Section 6 – Quorum**

- A. Quorum for the Senate is defined as a presence of an absolute supermajority of the voting membership of the Senate.
  - 1. If at any time during a meeting of Senate, a question is raised by a member of the Senate as to the presence of a quorum, the Secretary must call the roll and announce the result.
- B. Quorum for any Senate committee is defined as an absolute majority of the relevant committee, unless otherwise specified in this Constitution.

**Section 7 – Order of Business**

- A. The order of business shall be as follows:
  - 1. Pledge of Allegiance
  - 2. Moment of Silence
  - 3. Roll Call
  - 4. Approval of the Minutes
  - 5. Approval of the Agenda
  - 6. Standing Committee Reports
  - 7. University Committee Reports
  - 8. Unfinished Business
  - 9. New Business
  - 10. Executive Cabinet Reports
  - 11. Executive Council Reports
  - 12. Announcements
  - 13. Adjournment

**Section 8 – Duties and Powers**

- A. Duties of the Senate:
  - 1. Hold regular meetings.
  - 2. Enact legislation consistent with the letter and spirit of the SGA Constitution.
  - 3. Consider and act on all decisions made by standing and ad-hoc committees of the Senate.
  - 4. Act as representatives of the student body to the faculty, staff, and



administration of Tennessee Technological University.

5. Appropriate and approve the expenditures of all funds under the direct control of SGA.
6. Appoint a Speaker Pro Tempore of the Senate.
7. Approve or reject, through individual supermajority votes, those nominated to the Executive Cabinet, the SGA Supreme Court, and to other appointed positions.

B. Powers of the Senate:

1. Appoint a Parliamentarian and a Sergeant-at-Arms.
2. Initiate impeachment proceedings against those who violate the letter and/or spirit of the SGA Constitution
3. Remove a member of the Election Commission.
4. Override, by a supermajority vote, a presidential veto of Senate legislation.

C. Duties of Senators

1. Represent the interests of their constituency in the Senate.
2. Consult with their constituents on any matter affecting their constituency.
3. Submit legislation in the form of bills and/or resolutions concerning student interests.
4. Possess a working knowledge of parliamentary procedure and the governing documents of the Student Government Association.
5. Adhere to all rules and regulations specified by the Speaker of the Senate and the Sergeant-at-Arms.
6. Conduct themselves at all times in a manner that shall reflect positively on the Student Government Association and Tennessee Technological University.
7. Attend each meeting of the Senate.

D. Duties of The Speaker of the Senate

1. Shall serve as the head of the SGA Senate
2. The Speaker of the Senate shall set the date and time of each Senate and Senate Standing Committee meeting before the beginning of each fall and spring semester.

E. Duties of The Speaker Pro Tempore:

1. The Senate shall, before the third regular meeting, elect from its membership a speaker pro tempore.
2. The Speaker Pro Tempore shall preside over any meeting of the Senate in the absence of the Speaker of the Senate.

F. Duties of The Parliamentarian:

1. The Speaker of the Senate shall designate, at the start of each full session, a member of the Senate to temporarily serve as parliamentarian.
2. The Senate may, before the third regular meeting, elect from its membership a parliamentarian to serve for the remainder of the full session in which they were elected.
  - i. In the event that no qualified candidate stands for election, the member chosen by the Speaker of the Senate shall continue to serve as parliamentarian.
3. The Parliamentarian shall be the Senate's advisor on the interpretation of its rules, procedures, and customs.
4. The Parliamentarian shall retain the same rights and privileges as they possessed before their election.

G. Duties of The Sergeant-at-Arms:

1. The Speaker of the Senate shall designate, at the start of each full session, a member of the Senate to temporarily serve as the Sergeant-at-Arms.
2. The Senate may, before the third regular meeting, elect from its membership a Sergeant-at-Arms to serve for the remainder of the full session in which they were elected.

- i. In the event that no qualified candidate stands for election, the member chosen by the Speaker of the Senate shall continue to serve as the Sergeant-at-Arms.
3. At the discretion of the Speaker of the Senate, the Sergeant-at-Arms shall have the power to remove anyone causing a disturbance from the Senate chambers.

### **Section 9 – Senate Bills**

- A. Any written resolution, as defined in the latest edition of Robert’s Rules of Order: Newly Revised, that authorizes action to be taken by any university body shall be designated as “a bill.”
- B. Any Senator may introduce a bill by delivering it, in writing or digitally, to the Secretary.
- C. A bill is considered passed when a simple majority of Senators vote in favor of the bill, except in cases defined elsewhere in the Constitution.
- D. Amendments to a bill may be made by a simple majority of Senators or with the consent of the main sponsor of the bill.
- E. All bills shall follow the official bill format set by the Speaker of the Senate.

### **Section 10 – Senate Resolutions**

- A. Any written resolution, as defined in the latest edition of Robert’s Rules of Order: Newly Revised, that requests action to be taken by any university or external body shall be designated as “a resolution.”
- B. Any Senator may introduce a resolution by delivering it, in writing or digitally, to the Secretary.
- C. A resolution is considered passed when a simple majority of Senators vote in favor of the resolution, except in cases defined elsewhere in the Constitution.
- D. Senate Resolutions may be either internal or external to the university.
- E. Passed Resolutions shall be presented to the Secretary for referral to the appropriate University office or committee if necessary.
- F. Amendments to a resolution may be made by a simple majority of Senators or with the consent of the main sponsor of the resolution.
- G. All resolutions shall follow the official resolution format set by the Speaker of the Senate.

### **Section 11 – Committees**

- A. Each Senator shall be a member of exactly one (1) Senate Standing Committee, notwithstanding service on the Constitutional Committee.
- B. The voting membership of SGA Senate Standing Committees shall solely consist of the Senators assigned to that committee.
- C. The composition of each Senate Standing Committee shall be determined by the Speaker of the Senate and the Speaker Pro-tempore, taking into account the preferences expressed by members of the Senate.
- D. The size of each Senate Standing Committee shall be determined in proportion to the total number of Senators in the SGA Senate. The allocation of seats for each committee must ensure equitable representation and facilitate effective deliberations on matters falling within the respective committee’s jurisdiction.

- E. Senators shall serve on any special committee of the Student Government Association as directed by the Speaker of the Senate or through a simple majority vote of the Senate.
- F. Each Senate Standing Committee Chair shall present a regular meeting schedule, including dates and times to the Speaker of the Senate for approval. Said meeting schedule shall consider the preferences expressed by the members of the respective Senate Standing Committee.
- G. This section shall not restrict any Senate Standing Committees from meeting more often than their schedule states.

### **Section 12 – Senate Capacity**

- A. No Senator shall be eligible to serve concurrently in any other office within the Student Government Association.

### **Section 13 – Senate Rules and Procedure**

- A. The Senate may create and maintain its own rules and procedures not covered in the SGA Constitution in a document entitled The Rules of Order of the SGA Senate.
- B. The Senate may amend its rules and procedures through a bill sustained by a simple majority of Senators.
- C. The Rules of Order of the SGA Senate shall be reviewed on an annual basis by the Senate.
- D. The Rules of Order of the SGA Senate shall expire at the beginning of a new full session unless readopted.
- E. The latest edition of Robert’s Rules of Order: Newly Revised shall supplement the Rules of Order of the SGA Senate.

### **Section 14 – Senate Terms of Office**

- A. Academic Senators:
  - 1. The term of office for Academic Senators shall begin once they are sworn in within the final two weeks of each academic year and shall end following the swearing in of the next Executive Council.
- B. Freshman Senators:
  - 1. The term of office for Freshman Senators shall begin once they are sworn in following their confirmation by the Senate and shall end following the swearing in of the next Executive Council.
- C. Special Interest Senators:
  - 1. The term of office for Special Interest Senators shall begin at the first regular meeting following their appointment and shall end following the swearing in of the next Executive Council.
- D. Transfer Senators:
  - 1. The term of office for Transfer Senators shall begin once they are sworn in following their confirmation by the Senate and shall end following the swearing in of the next Executive Council.
- E. Senators-at-Large:

1. The term of office for Senators-at-Large shall begin after the Senate votes for their retention as a Senator and shall end following the swearing-in of the next Executive Council.

### **Section 15 – Service Hours**

Senators shall serve a minimum number of service hours each semester as set by the SGA Secretary.

### **Section 16 – Resignations**

Any Senator may resign from their position by submitting notice of their resignation to the Speaker of the Senate. Upon notification, the relevant position shall become vacant immediately unless stated otherwise in the resignation.

## **ARTICLE VI: JUDICIAL BRANCH**

### **Section 1 – General Provisions**

- A. All judicial powers granted to the Student Government Association shall be vested in the SGA Supreme Court.
- B. Any member of the Legislative Branch may refer a case to the Supreme Court with a petition containing the signatures of 15% or more of the filled membership of the Senate to render an opinion on a part of the SGA Constitution. Any member of the Executive Branch may refer a case to the Court without a petition.
- C. The Supreme Court must consider referrals in the following order of priority:
  - I. SGA President
  - II. All other referrals

### **Section 2 – Duties and Powers of the Supreme Court**

- A. Duties of the SGA Supreme Court:
  1. Render decisions on all cases involving appeals of traffic tickets by members of the student body.
  2. Render decisions on all cases referred to the Court by members of the Student Government Association stated in Section 1 Subsection B of this Article, and that have been chosen for hearing by the Supreme Court.
  3. Adopt its own rules and regulations under which to function.
  4. Hold impeachment hearings on charges against any elected or appointed official of the Student Government Association following the initiation of impeachment proceedings.
- B. Powers of the SGA Supreme Court:
  1. Consider cases that have been referred after being selected upon the written concurrence of four (4) Justices.
    - 1.1 The Supreme Court may keep case details private from the rest of the SGA with a two-thirds (2/3) vote of the Supreme Court and approval from the Advisor of the Supreme Court.

2. Once a case(s) is/ are selected, the Chief Justice, or their designee, will announce the cases that are being considered at the next Senate meeting.
  - 2.1 Cases that have had information withheld must still be announced that a case has been selected by the Supreme Court; however, the disclosure of any other details may be released at the discretion of the Supreme Court.
3. Issue opinions regarding the proper interpretation of the governing documents of the Student Government Association after referral and selection.
4. Announce all decisions by the Court to the SGA Senate at their next meeting after a decision has been reached.
5. Designate a secretary to keep record of minutes and decisions, which shall be submitted to the SGA Secretary.
6. Hear appeals from the Senate regarding the constitutionality of legislation.
7. Present an opinion to the University President regarding Tennessee Tech policy, or extended departmental policy that is vague, ambiguous, and/ or contrary to state or federal law and make requests for clarification or remediation.

### **Section 3 – Appeals Pertaining to the Constitutionality of Legislation**

- A. A petition signed by at least one-fourth (1/4th) of Senators of the SGA Senate may be submitted to the Supreme Court to appeal the decision of the Constitutional Committee regarding the constitutionality of a bill or resolution.
- B. Upon the concurrence of at least four (4) Justices of the Supreme Court, a writ of certiorari shall be issued by the Supreme Court.
  1. A five-day time limit to grant or deny a writ of certiorari shall commence at the time the petition was received by the Chief Justice.
  2. If a writ is granted and the bill or resolution is currently on the Senate calendar, it shall be removed from the calendar until the Supreme Court issues a ruling.
- C. The Supreme Court should hear the case at their next meeting.
- D. The decision of the Supreme Court is final and binding.
- E. If the bill or resolution is deemed constitutional, then it shall be placed on the next Senate calendar under “Unfinished Business” for immediate consideration.

### **Section 4 – Membership**

- A. The SGA Supreme Court shall have the following members, all of whom must be approved by a simple supermajority of the voting membership of the Senate after selection by the Judiciary Selection Committee:
  1. Chief Justice

2. Associate Chief Justice
3. Seven Associate Justices
4. Two (2) Alternate Associate Justice that only vote in the absence of an Associate Justice

### **Section 5 – Judiciary Selection Committee**

- B. The Judiciary Selection Committee shall have the following membership:
  1. The President of the Student Government Association
  2. One (1) additional member of the Executive Council
  3. Three (3) representatives from the Legislative Branch appointed by the Executive Council
- C. A chairperson shall be selected by the committee from its membership.
- D. The Judiciary Selection Committee shall meet when necessary for the purpose of selecting the Justices whenever necessary.
- E. The Judiciary Selection Committee shall make additional appointments to fill an unexpected vacancy during a term of office.
- F. All members shall be eligible for reappointment.
- G. The chairperson shall call all meetings.

### **Section 6 – Qualifications of Justices**

- A. All Justices of the Supreme Court shall have and maintain throughout their terms a minimum overall quality point average of 2.50.
- B. All Justices shall be full time students throughout their terms.
- C. Failure of any justice to maintain these minimum requirements shall necessitate resignation or the initiation of impeachment proceedings.
- D. The Chief Justice and the Associate Chief Justice shall be of at least junior classification beginning in the fall semester of their selection and shall be affirmed by a two-thirds (2/3) vote of the total membership of the SGA Supreme Court.

### **Section 7 – Duties and Powers of the Chief Justice**

- A. Supervise the functioning of the Judicial Branch and its members.
- B. Administer the Oath of Office to newly elected or appointed officers and justices of the Student Government Association
- C. In the event the Chief Justice is unable to perform their duties, the Associate Chief Justice shall perform their duties.

### **Section 8 – Duties and Powers of the Justices**

- A. Serve on the Judicial Council for student conduct cases as appointed
- B. Serve on College and University level academic misconduct committees as appointed

### **Section 9 – Period of Service**

All justices of the Supreme Court shall serve for a period of one (1) year and may not serve for more than four (4) years in succession.

### **Section 10 – Vacancies in Office**

Vacancies on the Supreme Court shall be filled within thirty (30) days by the Judiciary Selection Committee.

### **Section 11 – Judicial Capacity**

No member of the Judiciary Branch shall be eligible to serve concurrently in any other office within the Student Government Association.

### **Section 12 – Absences**

No member shall be allowed more than two (2) unexcused absences per semester. If a Justice exceeds two (2) absences, the Chief Justice may request immediate resignation of said Justice.

- A. If the Justice refuses to resign, impeachment procedures will be automatically initiated in the Senate.
- B. The resulting vacancy shall be filled within two (2) weeks in the manners described by the SGA Constitution.

### **Section 13 – Service Hours**

All Supreme Court Justices shall be required to work a minimum number of service hours per semester as set by the Chief Justice.

## **ARTICLE VII: ELECTIONS**

### **Section 1 – Frequency**

- A. Executive and legislative branch elections shall be held in each spring semester following spring break.
- B. The Elections Commission shall be responsible for setting the date for each election.
- C. Run-off elections will be held within seven (7) days after a regularly scheduled election.
- D. If deemed necessary by a two-thirds (2/3) vote of the total membership of the Elections Commission, elections may be held at any time during a semester.

### **Section 2 – Voting**

All students enrolled in at least one (1) credit hour shall have the right to vote for candidates in any election provided that Senators be elected by students in their respective constituencies.

### **Section 3 – Executive Council Elections**

- A. All executive officers shall be elected by a majority vote.
- B. If no candidate receives a majority of the votes on the first ballot, a run-off election will be held between the two candidates receiving the largest portion of the votes.

The candidate that receives the most votes in the run-off shall be elected.

#### **Section 4 – Senator Elections**

All Senators shall be elected by a plurality of the votes cast.

#### **Section 5 – Candidate Requirements**

- A. Each candidate shall be required to sign a release of academic records (grade point average and hours earned) in order for the SGA Advisor or designee to verify their eligibility to run for office. Candidate GPA or hours earned will not be shared by the SGA Advisor or designee.
- B. Candidates' legal names as indicated on their student record shall be placed on the ballot. If a candidate wishes to run under a name that differs from their legal name, they may submit a written request to the Election Commission for consideration and determination. The decision of the Election Commission is final.
- C. Executive Council and Senate election rules shall be determined by Election Commission.

#### **Section 6 – Election Commission**

- A. The Election Commission shall consist of seven members: three (3) SGA Senators, the SGA President, one (1) SGA Supreme Court Justice, and two (2) students at large that are not currently affiliated with SGA.
- B. The students at large shall be those deemed most qualified among applications solicited from the student body.
- C. The Chairperson of the Commission shall be the sitting SGA President.
- D. No member of the Election Commission may be a candidate for SGA Executive office while serving as a member of the Commission. Commission members may be candidates for SGA Senate during their term in office, but they shall not oversee the election from the college or school from which they are a candidate.
- E. The Election Commission shall determine and enforce all rules regarding SGA elections.
- F. The Election Commission shall inform the SGA Senate of all rule revisions at least one (1) week prior to each election.

### **ARTICLE VIII: OATH OF OFFICE**

The Oath of Office shall be administered to all elected officials by the SGA Supreme Court Chief Justice, or their Associate Chief Justice, as follows:

I, (insert name here), having been duly elected/appointed as (insert office or title here) of the Student Government Association of Tennessee Tech University, and ever mindful of the public trust invested in me, do hereby swear to uphold the Constitutional rights, the SGA Constitution, and the liberties of the students.

### **ARTICLE IX: VACANCIES AND REMOVAL FROM OFFICE**



### **Section 1 – Executive Officer Vacancy**

- A. When a vacancy occurs in any elected SGA office other than that of the President, a special committee will be formed consisting of the President, the Vice President, the Chief Justice, and four (4) Members of the Senate chosen by the Executive Council.
- B. The appointment(s) shall be presented to the Senate and ratified by a simple supermajority of the voting membership of the Senate.
- C. Appointment(s) shall be effective until the following spring semester election.

### **Section 2 – Senate Vacancy**

- A. When a vacancy occurs in the Senate during the fall semester, the members of the college of the vacating Senator shall convene to nominate a replacement by a majority vote of no less than 50% of the college's Senators.
- B. This nominee shall then be approved by the President for a full floor vote and, if the President rejects a nominee, must provide the College with their reasoning to consider a different nominee.
- C. If the vacating Senator was the sole senator from their college, or the college/school fails to nominate within two (2) weeks of the first business meeting after the resignation, the procedure for executive vacancies shall be followed.
- D. Appointments shall be effective until the spring semester election.
- E. Appointments shall be ratified by a simple supermajority of the voting membership of the Senate.
- F. If vacancies occur during the spring semester following winter break, vacancies will be filled in accordance with Article V, Section 4.

### **Section 3 – Impeachment**

- A. Any elected or appointed officer that has deviated from the qualifications for the office held or neglected their duties in office as described by the Constitution, misused their power or position for personal gain, or otherwise deviated from the professional ethics and standards of the SGA, may be impeached and if found responsible, removed from office.
- B. Impeachment proceedings may be initiated in the following ways:
  - 1. A simple majority vote of the SGA Senate.
  - 2. A petition of complaint filed with the Supreme Court. This petition may be filed by any student enrolled in at least one (1) credit hour and must have a minimum of twenty-five (25) signatures of students enrolled in at least one (1) credit hour.
- C. The SGA Supreme Court will convene to determine if impeachment proceeding should continue based on the petition and documentation submitted for impeachment.

- D. If the SGA Supreme Court determines by majority vote that impeachment proceedings should move forward, the Chief Justice shall deliver a notice of impeachment charges, in writing, to the elected or appointed officer subject to impeachment. The written impeachment charges shall include the date, time, and place of the impeachment hearing before the Senate. Such a hearing shall take place no earlier than three (3) business days after receipt of the written notice.
- E. The Senate shall determine based on the preponderance of evidence if there is sufficient information that the elected or appointed official is responsible of misconduct or neglect of office and may vote to impeach by two-thirds (2/3) vote.
- F. The decision of the Senate shall be effective immediately upon communication to the impeached elected or appointed officer.

## **ARTICLE X: MEETINGS**

### **Section 1 – Frequency**

The Senate will meet at least twice monthly, absent good cause. A schedule of meetings for a semester shall be created prior to the beginning of the semester by the President and published on the website and social media.

### **Section 2 – Special Meetings**

The SGA President may call special meetings at any time for important matters with forty-eight (48) hours' notice given to all members.

### **Section 3 – Quorum**

Quorum for consideration of business shall consist of a two-thirds (2/3) majority of the total voting membership of the Senate. If a quorum is not present, voting shall be postponed until the next meeting.

## **ARTICLE XI: COMMITTEES**

### **Section 1 – General Provisions**

- A. The Student Government Association, or any constituent bodies thereof, may form committees to discharge specific powers and responsibilities granted to the organization or body as a whole.
- B. The Student Government Association shall have four (4) standing committees:
  - 1. Election Commission
  - 2. Judicial Selection Committee
  - 3. S.O.L.O. Events Committee
  - 4. S.O.L.O. Funding Committee
- C. The SGA Senate shall have six (6) standing committees:
  - 1. Academic Affairs
  - 2. Constitutional Committee
  - 3. Environment and Sustainability Committee

4. Governmental Affairs Committee
5. Health and Wellness Committee
6. Student Affairs Committee

## **Section 2 – Officers of SGA Committees**

- A. Each SGA Committee shall have the following officers:
  1. The Chairperson
  2. The Vice Chairperson
  3. The Secretary
- B. The Chair shall be responsible for conducting the meetings of the committee.
  1. The Chairperson of SGA Senate Committees shall be appointed by a simple majority of the committee, subject to confirmation by the Senate.
  2. The Chairperson of the Election Commission shall be the SGA President.
    - i. If the SGA President is running for any elected office for the upcoming year, the Chair of the Election Commission shall be elected by a simple majority of the committee.
  3. The Chairperson of the Judicial Selection Committee shall be elected by a simple majority of the committee.
  4. The Chairperson of the S.O.L.O. Funding Committee and the S.O.L.O. Events Committee shall be the SGA Treasurer.
  5. The Chairperson of SGA Senate Standing Committees may call special meetings at any time for important matters with forty-eight (48) hours' notice to all members of the respective committee.
  6. The Chairperson of SGA Senate Standing Committees may cancel a meeting for good reason. Excluding academic holidays, notice of cancellation and said reason for cancellation shall be provided to the Speaker of the Senate.
- B. The Vice Chairperson shall be responsible for assisting the chairperson by undertaking assignments delegated by the chairperson.
  1. The Vice Chairperson shall be elected by a simple majority of the committee.
  2. The Vice Chairperson shall conduct the meetings of the committee in the absence of the chair and, in the event of a vacancy, shall become the chairperson.
- C. The Secretary shall be responsible for recording the actions of the committee and for reporting these actions to the Senate.
  1. The Secretary shall be elected by a simple majority of the committee.

## **Section 3 – Duties of SGA Committees**

- A. The Election Commission shall:
  1. Determine specific election rules to be used in each election within the Student Government Association.
  2. Monitor campaigns for compliance with the election rules.
  3. Facilitate the voting process for each SGA election.
- B. The Judicial Selection Committee shall:

1. Review candidates for any office within the judicial branch of SGA.
  2. Provide a list of nominees to the Senate, which shall approve or reject nominees on an individual basis.
- C. The S.O.L.O. Funding Committee shall:
1. Review all applications by student organizations for S.O.L.O. General Fund monies.
  2. Interview all applicants for S.O.L.O. General Fund monies.
  3. Make final allocation recommendations to the Senate from the monies in the S.O.L.O. General Fund.
- D. The S.O.L.O. Events Committee shall:
1. Plan and implement major campus events, with at least one occurring each semester.
  2. Make final allocation recommendations to the Senate from the monies in the S.O.L.O. Superfund.

#### **Section 4 – Duties of SGA Senate Committees**

- A. The Academic Affairs Committee shall:
1. Propose legislation concerning the academic welfare of the student body (e.g., advising, course enrollment procedures, course evaluations, class scheduling, curricular advancements, diversity in the classroom, financial aid, student-faculty interaction, learning enrichment opportunities, etc.).
  2. Announce to the Senate any changes or proposed changes in the academic policy of Tennessee Technological University.
  3. Take responsibility for any business referred to the committee by the Senate.
- B. The Constitutional Committee shall:
1. Scrutinize all legislation passed by other Senate committees to ensure it complies with the governing documents.
  2. Review governing documents and existing legislation to best meet the changing needs, goals, and aspirations of the Student Government Association and the student body.
  3. Take responsibility for any business referred to the committee by the Senate.
- C. The Environment and Sustainability Committee shall:
1. Propose legislation concerning the environmental policies and practices of Tennessee Technological University.
  2. Organize campus cleanups alone or in coordination with various registered student organizations.
  3. Coordinate with the University Safety and Environmental committee to promote sustainability in every aspect of policymaking.
  4. Take responsibility for any business referred to the committee by the Senate.
- D. The Governmental Affairs Committee shall:
1. Review all local, state, and federal legislation relevant to the student body and make reports to the Senate as necessary.
  2. Propose initiatives relating to external governmental opportunities (e.g., voter “, contacting government officials, going to the state capitol, etc.).

3. Take responsibility for any business referred to the committee by the Senate.
- E. The Health and Wellness Committee shall:
1. Propose legislation and initiatives relating to the promotion of mental and physical health, sexual- and gender-based violence prevention and response, and the overall safety of the student body.
  2. Act on student concerns regarding varsity athletics and campus recreation.
  3. Take responsibility for any business referred to the committee by the Senate.
- F. The Student Affairs Committee shall:
1. Propose legislation concerning the non-academic welfare of the student body.
  2. Advocate for the development of registered student organizations and campus life.
  3. Take responsibility for any business referred to the committee by the Senate.

## **ARTICLE XII: ELECTION COMMISSION POLICIES AND PROCEDURES**

### **Section 1 – General Provisions**

- A. The Election Commission shall determine specific election rules, monitor campaigns, and facilitate voting for the Student Government Association and Mr. & Mrs. Tennessee Tech.
- B. Members of the Election Commission shall remain neutral and impartial during their time on the committee and shall not support any candidate.

### **Section 2 – Membership**

- A. The Election Commission shall consist of the following seven (7) members:
  1. The SGA President
  2. Three (3) SGA Senators
  3. One (1) SGA Supreme Court Justice
  4. Two (2) members of the student body not associated with SGA
- B. No member of the Election Commission may be a candidate for office in the executive branch while serving as a member of the Commission.
  1. Members of Election Commission may be candidates for office in the legislative branch while serving on the Election Commission, but they shall not oversee the election from the college or school from which they are a candidate.

### **Section 3 – Declaring Candidacy**

- A. Each candidate shall submit an official petition before the Preliminary Candidate Meeting. The Election Commission shall notify the entire student body of the time and place of this meeting.
- B. Candidates shall also attend any subsequent meetings required by the Election Commission prior to Election Week.
- C. By submitting a petition defined in Article V.3.A, a candidate shall agree to follow the Election Guidelines as set by the Election Commission.

### **Section 4 – Election Guidelines**

- A. The Election Commission shall oversee the development and enforcement of all rules and regulations concerning the Student Government Association and Mr. & Ms. Tennessee Tech.
- B. The Election Commission shall review the Election Guidelines with the candidates in a mandatory meeting of all candidates.
- C. The Election Commission shall penalize any campaign or candidate who violates the rules contained in the Election Guidelines. The Election Commission has the discretion to decide the specific penalty for each violation.

**Section 5 – Homecoming Elections**

- A. All candidates for Mr. & Ms. Tennessee Tech shall be students of at least junior status, enrolled full time with a minimum overall quality point average of 2.50.
- B. All candidates for Mr. & Ms. Tennessee Tech must be sponsored by a Registered Student Organization as recognized under University Policy 315 (Student Organizations).
  - 1. An organization may sponsor only one (1) candidate for Mr. Tennessee Tech and one (1) candidate for Ms. Tennessee Tech.

**ARTICLE XIII: JUDICIAL SELECTION COMMITTEE POLICIES AND PROCEDURES**

**Section 1 – General Provisions**

- A. The Judicial Selection Committee shall be responsible for reviewing and selecting candidates for judicial office within the Student Government Association.

**Section 2 – Membership**

- A. The Judicial Selection Committee shall consist of the following five (5) members:
  - 1. The SGA President
  - 2. One (1) additional member from the Executive Council
  - 3. Three (3) SGA Senators appointed by the Executive Council

**Section 3 – Supreme Court Selection Procedures**

- A. The Judicial Selection Committee shall meet on an ad-hoc basis to review candidates for judicial office.
- B. The Judicial Selection Committee will submit a list of names to the Senate equaling the number of vacancies on the Supreme Court.
- C. The Senate shall vote on an individual basis to approve or reject each candidate on the list submitted by the Judicial Selection Committee.

**ARTICLE XIV: S.O.L.O. EVENTS COMMITTEE POLICIES AND PROCEDURES**

**Section 1 – General Provisions**

- A. The Student Government Association, with regards to the major campus event, will not be required to go through the S.O.L.O. Fund process in order to save time

and plan in advance to procure a major event.

- B. The Student Government Association shall have the entire Superfund at its disposal to put on and implement major campus events.
- C. Students shall receive priority in each major semester event.

## **Section 2 – Membership**

- A. The S.O.L.O. Events Committee shall consist of a minimum of eight (8) members appointed by the Treasurer of the Student Government Association. Of the minimum eight members, the committee shall be comprised of at least seven (7) Senators.
- B. Quorum for the S.O.L.O. Funding Committee shall be two-thirds (2/3) of the total membership of the committee.

## **Section 3 – S.O.L.O. Concert Genre**

The genre of the S.O.L.O. Concert artist(s) shall be selected on a rotating basis from the following list of genres:

- A. Alternative
- B. Hip-Hop/Rhythm and Blues
- C. Pop
- D. Country

## **Section 4 – S.O.L.O. Concert Artist Selection Procedures**

The Student Government Association shall be responsible for finalizing and selecting the final artist(s) for the S.O.L.O. Concert.

- A. The Treasurer shall obtain a list of available acts for each semester from the Coordinator of Student Activities.
- B. The Treasurer shall send out a Voting Server to students formatted with three empty open response boxes to gauge students' preferences for that semester's major campus event.
- C. The SGA Voting Server shall be promoted on campus through email, the student newspaper, and any additional means deemed necessary.
- D. The Public Relations Director shall be responsible for implementing the promotional plans set forth by the Executive Branch with the help of the Tennessee Technological University's Communications and Marketing office.
- E. Advertising the SGA Voting Server shall provide at least one academic week for students to be made aware of the survey time for students to know of the vote before it is brought "online".
- F. The SGA Voting Server shall run for a time period set by the SGA President.
- G. After the conclusion of the SGA Voting Server, the list of students' preference responses and available acts shall be sent to the S.O.L.O. Events Committee and to the Executive Branch.
- H. The S.O.L.O. Events Committee shall narrow down to an acceptable number of available acts deemed by the Executive Branch.

- I. The Treasurer shall then forward a copy of the acts selected by the S.O.L.O. Events Committee to the Senate.
- J. The Senate will take a vote on the overall completed preference list of available acts.
- K. The Treasurer shall then forward a copy of the acts selected by the Senate to the Coordinator of Student Activities and SGA Advisor.
- L. The SGA President with the SGA Treasurer shall review and finalize the list with the Coordinator of Student Activities and SGA Advisor.
- M. The Coordinator of Student Activities shall then proceed, with the help of the SGA Executive Officers, in attempting to secure the artist that was ranked most preferred by the student body.
- N. The Coordinator of Student Activities shall keep the Student Government Association updated with all proceedings and progress made in securing the major campus act.
- O. In the event one of the Acts cannot be secured the next act on the list, ranked by Senate preference, shall be considered.

**ARTICLE XV: S.O.L.O. FUNDING COMMITTEE POLICIES AND PROCEDURES**

**Section 1 – Membership of the S.O.L.O. Funding Committee**

- A. The S.O.L.O. Funding Committee shall consist of a minimum of eight (8) members appointed by the Treasurer of the Student Government Association. Of the minimum eight members, the committee shall be comprised of at least seven (7) Senators.
- B. Quorum for the S.O.L.O. Funding Committee shall be two-thirds (2/3) of the total membership of the committee.

**Section 2 – Meetings of the S.O.L.O. Funding Committee**

- A. At the start of each fall and spring semester, the SGA Treasurer shall create a calendar of dates for applications and committee hearings.

**Section 3 – S.O.L.O. Funding Committee Application Procedures**

- A. The Treasurer shall outline at least six (6) dates in which applications will be accepted. Those dates and times shall include:
  - 1. The date and time at which the S.O.L.O. Fund Applications will be due for consideration during that round of funding.
  - 2. The date, time, and location at which the S.O.L.O. Funding Committee will meet and hear requests. All organizations must have representation at the committee meeting in order to be considered for funding.
  - 3. The date, time, and location at which the Senate meeting will take place at which time the S.O.L.O. Funding Committee recommendation will be presented to the Senate for approval if required. All organizations must have representation at the Student Government Association Senate meeting in order to be considered for funding.

**Section 4 – S.O.L.O Funding Committee Approval Process**



- A. Requests or events less than half of the maximum S.O.L.O. fund allocation may be approved by a simple majority vote from the S.O.L.O. Funding Committee. Requests or events more than half of the maximum allocation must also be approved by a simple majority vote of the S.O.L.O. Funding Committee and the SGA Senate.
- B. The S.O.L.O Funding Committee may vote to send an application under the “half of the maximum S.O.L.O fund allocation” to the Senate by a simple majority vote if further inquiry is needed.
  - 1. For requests requiring Senate approval, the S.O.L.O. Funding Committee shall present its recommendation to the Senate. The representative from the respective student organization shall then answer questions from the Senate pertinent to the funding request.
  - 2. The Senate shall vote on the S.O.L.O. Funding Committee’s recommendation and either approve, alter, or reject that recommendation. The vote on the S.O.L.O. Funding Committee’s recommendation shall be taken by roll call and entered into the minutes.
  - 3. Upon completion of the Senate vote, the Speaker of the Senate and the Treasurer shall sign the request and forward the application to the SGA President.
  - 4. The SGA President shall either sign or veto the S.O.L.O. Funding Committee application. If the President signs the application, they shall forward the application to the SGA Advisor.
  - 5. The SGA Advisor shall either accept and sign or reject and veto the S.O.L.O. Funding Committee application presented by the President.
  - 6. In accordance with the principle of checks and balances, the Senate may override a veto by the President and/or the SGA Advisor with a simple supermajority.
    - a. Depending on the available timetable of a particular S.O.L.O. Fund application being vetoed, the President must either veto the application during the same Senate session at which it is approved or the following Senate meeting to allow for the override process.
    - b. The SGA Advisor shall return all vetoed S.O.L.O. Fund applications to the Senate.
- C. The student organization applying for the funding shall be reimbursed for all expenses covered in the application and approved by the Senate.
  - 1. In instances where funding is necessary prior to the event, the student organization should contact the SGA Advisor office to discuss funding.
- D. It shall be the sole responsibility of the organization to adhere to the procedures set forth by the SGA Advisor office when receiving and accounting for S.O.L.O. Fund allocations that have been approved by the Senate.

## **ARTICLE XVI: STUDENT ORGANIZATION LIFE OPPORTUNITY (S.O.L.O.) FUND**

### **Section 1 – Purpose and Scope**

To enrich and advance the quality of a complete college experience at Tennessee Tech University, by providing funds to any event or program deemed appropriate by the Student Organization Life Opportunity (S.O.L.O.) Fund committee.

The S.O.L.O. Fund shall provide funding for the following:

- A. A major campus event each fall and spring semesters, which shall be supported by the superfund.
- B. Registered student organizations applying for events on campus, to benefit the student life on campus and to recruit new members to their organization, shall come from the general fund.

### **Section 2 – Fees and Collection**

A fee of thirty (\$30) dollars shall be collected from all students enrolled in at least three (3) hours of course credit in the fall and spring semester. No fee will be collected during the summer terms.

### **Section 3 – Fund Allocations**

The S.O.L.O. Fund shall consist of two accounts: a general fund and a superfund.

- A. The general fund shall be a means, which registered student organizations may receive funding for student activities.
- B. The superfund shall provide for at least one major campus event each semester.
- C. Eighty-five percent (85%) of money generated by the student derived S.O.L.O. fund shall go into the superfund, with the remaining fifteen percent (15%) allocated the general operating fund.
- D. All unused funds will roll over to the next fiscal year and stay in the S.O.L.O. fund.

### **Section 4 – Use of SOLO Funds**

This fund shall in no way be considered an operating fund for the Student Government Association.

### **Section 5 – Procedures for Distribution of SOLO Funds**

The procedures for application and distribution of general funds and major campus events funded by the superfund are outlined in ARTICLE XIV: S.O.L.O. FUNDING COMMITTEE POLICIES AND PROCEDURES.

### **Section 6 – Eligibility of Activities/Project/Events**

- A. The following will be eligible for S.O.L.O. Funding:
  - 1. Student Government Association projects and programs with the design and intent to benefit all or a significant portion of the student body.
  - 2. Programs or events with intent to benefit all or a significant portion of the student body and to recruit new members to the organization that is hosting

the event.

B. The following will NOT be eligible for S.O.L.O. Funding:

1. Activities involving the purchase of alcoholic beverages.
2. Retroactive requests for funds.
3. Activities for which academic credit will be awarded or activities to meet minimum requirements for an academic course will be considered.
4. Requests for general operating funds (as opposed to specific projects or activities).
5. Requests supporting projects which in any way violate any Federal, State, or Local laws, or university policy.
6. Activities that benefit only student members of a specific organization.

### **Section 7 – Eligibility of Organizations**

The following organizations/groups will be eligible to file a S.O.L.O. Fund application:

- A. Any organization that is officially registered per University Policy 315 (Student Organizations) and in good standing with the Office of Student Activities prior to their S.O.L.O. Fund Allocation request.
- B. Office of Student Activities professional staff that wishes to promote a specific program or activity, which will directly benefit a significant portion of the student body, may request funding, with SGA Executive Branch approval. The SGA Executive Branch must provide a written statement of the approval to the SGA Treasurer, and the written statement will be filed with the applicant's funding request.
- C. No more than the maximum allotment set forth by the Office of Student Activities will be allocated to any organization with exception of the Student Government Association when conducting campus-wide events to benefit all or a significant portion of the student body. In order for a student organization to receive more than the maximum amount for an application, the event must be deemed exceptional benefit by a simple supermajority of Senators.
- D. Each organization may only apply twice for the same purpose during an academic school year. This includes applications that were funded or denied by the Student Government Association Senate.
- E. Multiple organizations may apply in a bundled application to increase the amount that is requested, however the maximum amount per organization may not be exceeded individually unless deemed as exceptional benefit and approved funds by a simple supermajority of Senators.

### **Section 8 – Exceptional Benefit**

- A. Certain project/events of importance may be deemed as exceptional benefit and receive additional S.O.L.O. Fund monies.
- B. The Senate shall have the sole authority to declare a project/event as Exceptional Benefit.

## **ARTICLE XVII: STATEMENT OF COMPLIANCE**

The SGA shall comply with all Tennessee Technological University policies and procedures and all local, state, and federal regulations.

### **ARTICLE XVIII: PRECEDENCE OF GOVERNING DOCUMENTS**

In the event of a conflict between the governing documents of SGA, the order of precedence shall be the SGA Constitution, *The Rules of Order of the SGA Senate*, and the latest edition of *Robert's Rules of Order: Newly Revised*.

### **ARTICLE XIX: AMENDMENTS**

This constitution may be amended by a simple supermajority of the voting membership of the SGA Senate, approval from the President, approval of the SGA Advisor with review and affirmative action by the Student Affairs Committee and Administrative Council.