



## ARTICLE I - NAME

The organization shall be known as the Sandhills Community College Student Government Association.

## ARTICLE II - PURPOSE

The purpose of the Student Government Association [SGA] shall be to further the best interests of the students through representation of the student body in matters affecting student life and affairs, promote and supervise student organizations and activities, and uphold and interpret this constitution and its bylaws.

## ARTICLE III - AFFILIATION

This organization shall be affiliated with the North Carolina Comprehensive Community College Student Government Association (N4CSGA).

## ARTICLE IV - MEMBERSHIP

Any regularly enrolled full-time or part-time curriculum student at Sandhills Community College without regard to race, sex, age, color, national origin, or disability, shall be a member of the Student Government Association upon payment

Ambassadors. The Student Senate shall be the legislative authority of the SGA.  
The presiding officer of the senate shall vote only to break a tie vote.





**B. The SGA President shall:**

1. Be the official representative of the Student Government Association.
2. Preside over all SGA meetings.
3. Preside over Executive Committee meetings.
4. Appoint, from the Student Senate, the SGA Parliamentarian officer subject to Senate Approval.
5. Appoint members to standing committees, establish any other committees as deemed necessary, and appoint any vacant offices, subject to Senate approval.
6. Have the authority to and the responsibility for conducting day to day operations.
7. Set, post, and maintain a minimum of five (5) office hours per week.
8. Meet with SGA Advisor(s) weekly.
9. Work with the SGA Treasurer and SGA Advisor(s) to develop an annual budget.
10. Approve all expenditures of the SGA.
11. Be a full, sworn, but non-voting member of the Sandhills Community College Board of Trustees.
12. Not serve more than two consecutive elected terms as SGA President.
13. Represent Sandhills Community College at public and private activities when called upon by the administration.
14. Appoint a cadre of Executive Officers and/or Ambassadors to conduct student activities during the summer session.

**C. The SGA Vice-President shall:**

1. Serve as a member of the Senate.
2. Assume the duties of the SGA President, should the SGA President, for any reason, leave office.
3. Fulfill any duties as delegated by the President.
4. Be responsible for the compilation and maintenance of a current history/continuity record.
5. Be responsible for maintaining the SGA Constitution and Bylaws.
6. Organize and post a schedule of Ambassadors office hours.
7. Serve as an ex officio member of all standing committees.
8. Serve as liaison between all SGA chartered clubs and organizations and the SGA.
9. Set, post, and maintain a minimum of five (5) office hours per week.

**D. The SGA Secretary shall:**

1. Serve as a member of the Senate and shall record and maintain a permanent record of the minutes of all SGA meetings.
2. Maintain a permanent record of all business conducted during SGA meetings.
3. Present the minutes at each regular SGA meeting.
4. Call roll at each regular SGA meeting.
5. Maintain official attendance records of each regular SGA meeting and report



one (1) Ambassador to every one hundred and twenty-five (125) students. Student Ambassadors shall be appointed by a selection committee consisting of the SGA President, SGA Vice-President, and SGA Advisor(s). Current Student Ambassadors must reapply for membership each fall. Open Student Ambassador position

- II. Role Call
- III. Approval of the Minutes
- IV. Treasurer's Report
- V. Standing Committees Report
- VI. Ad hoc Committees Report
- VII. Unfinished Business
- VIII. New Business
- IX. Announcements
- X. Adjournment

D. All members of the Student Senate are required to attend all SGA regular meetings unless excused by the SGA President or SGA Advisor(s). Two (2) unexcused absences during a semester shall result in the automatic suspension of the member from the SGA. The office of any suspended Executive Officer shall be filled immediately. Any suspended Student Ambassador may reapply for membership during the following Fall semester.

E. For the purpose of conducting the general business of the SGA, a quorum of two-thirds (2/3) of the Senate, excluding the presiding officer, must be present at the meeting. A simple majority is needed to pass any motion before the Senate unless otherwise stated elsewhere in the Constitution or Bylaws.

#### ARTICLE VIII - EXECUTIVE BOARD

A. The Executive Board Shall consist of the SGA Executive Officers and SGA Advisor(s).

B. The Executive Board shall:

1. Meet weekly to discuss SGA business and set the agenda for SGA meetings.
2. Conduct hearings regarding the conduct of any Student Senate member.
3. Keep confidential any matters of privacy related to Student Senate members.
4. Establish policies and procedures regarding the use of SGA offices and equipment.
5. Establish protocol for SGA meetings.

#### ARTICLE IX - COMMITTEES

A. Standing Committees of the Student Senate shall be as follows:

1. The Social Committee shall be responsible for providing social activities and entertainment for the Student Body.
2. The Recreation Committee shall be responsible for providing athletic and recreational activities for the Student Body. It shall be responsible for SGA owned athletic and recreational equipment.
3. The Cultural Committee shall be responsible for providing cultural activities for the Student Body.
4. The Publicity Committee shall be responsible for publishing "Behind the

Pines," The Student Body newspaper. It shall be responsible for advertising all SGA activities.

5. The Conference Committee shall be responsible for planning and preparing for events and contests for N4CSGA Conferences.

B. The SGA President shall form ad hoc committees as needed.

C. No elected SGA Officer shall serve on or as a chair of any standing committee, with the exception of the Public Information Officer, who shall serve as chair of the Publicity Committee.

D. All Student Ambassadors shall serve on at least one (1) standing committee. The SGA President reserves the right to appoint Student Ambassadors to more than one standing committee when necessary.

E. The chair for each committee shall be elected by the members of that committee. The SGA President retains the right to appoint a chair when necessary. Each chair shall organize and hold at least two (2) meetings a month. The chair is responsible for providing written minutes of all committee meetings to be presented at regularly scheduled Student Senate meetings.

F. All committees shall be responsible for performing any duties assigned to them by the SGA President.

G. All standing committees shall have a faculty or staff advisor selected by the committee and approved by the Executive Board.

#### ARTICLE X - IMPEACHMENT

A. Grounds for impeachment shall be any demeanor unbecoming a member of the Student Senate, malfeasance of duties and responsibilities, or failure to comply with any part of the Constitution or Bylaws of the SGA.

B. Impeachment proceeding may be initiated by the following methods.

1. Any Sandhills Community College student paying an activity fee may initiate a petition for the impeachment by filing with the Dean of Students, a petition with thirty (30) percent of the student body signatures stating the reasons for impeachment.

2. Any member of the Student Senate may make a motion to have impeachment procedures started. Approval of this motion must be carried out by a majority vote of all members of the Student Senate.

C. The order of impeachment procedures shall be as follows:

1. A complete statement of the reasons an Executive Officer should be impeached shall be presented in writing from the accusing party to the

Student Senate.

2. The accused shall be notified in writing that impeachment proceedings have been initiated, the reasons for impeachment, and the date, time and location the accused must appear before the Student Senate. Failure to appear before the Student Senate at these proceedings shall result in an automatic suspension from the SGA.
3. A hearing of all matters for impeachment shall be held. A two-thirds (2/3) quorum of the Student Senate, excluding the presiding officer, must be present for impeachment proceedings to begin.
4. The accusing party shall state their evidence and the accused may present evidence in his/her defense.
5. After all evidence has been heard, a vote shall be taken. Three-fourths (3/4) of all Student Senate members present shall be required in order to complete an impeachment.
6. The accused shall be notified immediately of the outcome of the vote by the presiding officer. Written notification also shall be sent to the accused.
7. The accused has the right to appeal, in writing, the decision to the Dean of Students within three (3) working days. The Dean of Students has the authority to modify or set aside the decision of the Student Senate for good cause shown. Should the decision of the Student Senate be altered, reasons for doing so must be documented in writing.

ARTICLE XI - ADVISORS

A. SGA Advisor(s) shall be appointed by the Dean of Students after of consultation with the Executive Board.

B. SGA Advisor(s) shall:

1. Serve as liaison between the SGA and the Dean of Students.
2. Ensure that SGA officers



## ARTICLE XIII - CAMPUS CLUBS AND ORGANIZATIONS

A. Any Club or Organization that wishes to become officially sanctioned by the SGA shall adhere to the following guidelines:

1. Membership shall be open to all students.
2. A petition for SGA sponsorship will be submitted in writing to the SGA Advisor (s) with a copy to the SGA President. Petitions shall include:
  - a. A statement of purpose along with a proposed constitution and bylaws, and notice of any affiliation with any other organization.
  - b. A list of current or proposed officers.
  - c. A list of at least ten (10) current students that are to be active members.
  - d. The name of a faculty or staff member who will serve as an advisor to the organization and who is willing to regularly meet with this group.
  - e. Statement of proposed dues or other funding proposals.
3. A representative of the proposed organization shall be required to attend an SGA meeting to present all documents, plans, and goals to the Student Senate for approval.
4. Appeal of any decision made by the Student Senate shall be to the Dean of Students with the final appeal being to the President of Sandhills Community College or his/her appointed designee.
5. Any officially sanctioned organization shall submit a semester written report of their activities to the Secretary of the SGA. These reports shall be due by the tenth (10th) business day of each semester, except the Summer semester.
6. The sanctioned organization shall appoint one of its members to serve as a

SGA President, SGA Treasurer, and SGA Advisor

D.