

CONSTITUTION *of the* TRINITY COLLEGE STUDENT GOVERNMENT ASSOCIATION

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*As amended by the Senate on May 1, 2011
As approved by the Student Body on September 21, 2011*

ARTICLE I: Name

Section 1. The name of this organization shall be Trinity College Student Government Association, hereafter referred to as the SGA.

ARTICLE II: Purpose

Section 1. The SGA shall provide for the general welfare of the student body of Trinity College.

Section 2. The SGA shall promote unity of effort among the administration, faculty, staff and students of the College.

Section 3. The SGA shall be charged with the responsibility of providing an open forum for students to express their views. The SGA shall act upon the opinions of the student body in an appropriate manner as determined by the SGA.

Section 4. The SGA shall be regarded as the representative authority concerning student life.

Section 5. The events of the SGA are open on a non-discriminatory basis to the members of the Trinity College Community. As such, the SGA does not discriminate on the basis of age, race, color, religion, gender, sexual orientation, handicap, or national or ethnic origin. In order to provide for a diverse and inclusive community, this nondiscriminatory clause shall be binding throughout this constitution.

ARTICLE III: The SGA Senate

Section 1. Name

- A. Issues concerning legislative matters shall be dealt with by the SGA Senate, hereafter referred to as the Senate.

Section 2. Structure

- A. The Senate shall contain a Steering Board composed of:
1. the five (5) Officers of the SGA (President, Executive Vice President, Vice President of Finance, Vice President of Entertainment, and Vice President of Multicultural Affairs), which shall also constitute the Executive Board of the SGA;
 2. the Standing and *Ad Hoc* Committee Chairpersons elected by and from the Senate;
 3. the Parliamentarian; and

4. the Secretary of the SGA, who shall be an *ex officio* and a non-voting member, and also shall not concurrently be an Officer, Senator, Delegate or Liaison of the SGA.
- B. The Senate shall contain a general body which includes:
1. the President of the SGA who shall be an *ex officio* and a non-voting member, except in the case of a tie.
 2. the four (4) Officers of the SGA (Executive Vice President, Vice President of Finance, Vice President of Entertainment, and Vice President of Multicultural Affairs);
 3. the five (5) representatives from each undergraduate class;
 4. the five (5) at-Large representatives;
 5. the two (2) representatives from the Individualized Degree Program (IDP);
 6. and any additional special representatives (those representing student organizations); and
 - i. Students who wish to be considered for a special representation may petition the Senate at any time throughout the year to be granted voting rights for the remainder of that particular year. The petition requires a two-thirds (2/3) majority vote in favor by the Senate to pass.
 7. the Secretary of the SGA, who shall be an *ex officio* and a non-voting member.
- C. Each elected student representative shall be a member of the constituency that s/he represents.

Section 3. Duties, Responsibilities, and Powers

- A. To have all of the legislative powers of the SGA.
- B. To represent the student body through its Officers, resolutions, and/or petitions before the faculty, administration, trustees, and outside community.
- C. To discuss and make recommendations on any matters pertaining to the welfare of the Trinity College student body.
- D. To approve the constitutions of student organizations and to grant *Ad Hoc* status to organizations when necessary.
- E. To consider and recommend to the Administration the amount of the Student Activity Fee (SAF) upon the advice of the SGA Budget Committee (SGABC).
- F. To approve the SGA Annual Budget by a simple majority vote.
- G. To provide such direction to the Office of Campus Life (OCL) as authorized or requested by the administration, faculty, and student groups.
- H. To hold all student elections and to make all necessary student appointments.
- I. To create any bylaws, SGA offices, committees, or other subsidiary groups necessary to execute its purpose by a simple majority vote.
- J. To have the power to take those steps which it deems necessary and proper for the preservation of the general welfare of the Trinity College Student Body.

ARTICLE IV: The SGA Budget Committee

Section 1. Name

- A. Issues concerning financial matters shall be dealt with by the SGA Budget Committee, hereafter referred to as SGABC.

Section 2. Structure

- A. The SGABC shall consist of:
1. the Vice President of Finance, who shall have voting rights only in case of a tie;
 2. the three (3) Senators elected from within the Senate;
 3. the seven (7) students elected at-Large from the student body;
 4. the Finance Secretary of the SGA, who shall be an *ex officio* and a non-voting member, and also shall not concurrently be an Officer, Senator, Delegate or Liaison of the SGA; and
 5. the Officers of the SGA, who have the right to attend as *ex officio* and non-voting members.

Section 3. Duties, Responsibilities, and Powers

- A. The SGABC shall have the power:
1. To allocate and approve funds and consider appeals from all SGA and Office of Campus Life-approved student organizations in accordance with the SGA Allocations Manual.
 2. To be a part of a special budget session called by the Executive Board where an Annual Budget for the SGA shall be drafted and approved, subject to ratification by a simple majority vote of the Senate.
 - i. In the event the Senate rejects the initial proposed budget, it shall be returned to the SGABC for review.
 - ii. The Annual Budget for the upcoming academic year shall be submitted to the Senate for consideration no later than its second to last meeting.
- B. All members of the SGABC must sign mandatory confidentiality agreements.

ARTICLE V: Entertainment Activities Council

Section 1. Name

- A. Issues concerning entertainment and social activities shall be dealt with by the Entertainment Activities Council, hereafter referred to as EAC.

Section 2. Structure

- A. The EAC Executive Board shall consist of:
1. the Vice President of Entertainment, who shall have voting rights only in case of a tie;
 2. the one (1) Senator elected within the Senate;
 3. the Social Chair;
 4. the Special Events Chair;
 5. the one (1) representative from each undergraduate class;
 6. the one (1) representative from each of the four different student organizations, that shall represent different sectors of campus life;
 - i. The EAC Executive Board shall have the right to review and select the organizations that will be allowed to serve on the EAC, subject to ratification by a simple majority vote of the Senate.
 7. the Finance Secretary of the SGA, who shall be an *ex officio* and a non-voting member;

8. the Officers of the SGA, who have the right to attend as *ex officio* and non-voting members.
- B. The EAC meetings are open to the entire Trinity College Community who wishes to partake in the planning of all entertainment and social activities that are sponsored by the EAC. Non-voting members attending EAC meetings shall compose its general body.

Section 3. Duties, Responsibilities, and Powers

- A. The EAC shall have the power:
1. To manage two year-round budgets approved by the Senate; in accordance with the SGA Allocations Manual.
 - i. Internal EAC Budget
 - a) Used for EAC-organized events.
 - b) All decisions pertaining to the use of the Internal EAC Budget must be voted on and passed by a majority of the EAC Executive Board.
 - ii. External EAC Budget
 - a) Used to allocate for external events petitioned by any active OCL and SGA approved student organization. Events that fall under the jurisdiction of the EAC involve parties or other social events only.
 - b) All decisions pertaining to the use of the External EAC Budget must be voted on and passed by a majority of the EAC Executive Board.
 2. To consider and recommend to the special budget session the amount of the Internal and External EAC Budgets, for the next academic year;
 3. To approve decisions made by the EAC general body with a simple majority of the EAC Executive Board; and
 4. To manage a Student Activities Calendar of all events funded from either the Internal or External EAC Budgets, considering the scheduling of other events occurring on and around the requested event date in order to facilitate a better campus community. The calendar shall be managed in conjunction with the Finance Secretary of the SGA.
- C. All members of the EAC (including non-voting members) must sign mandatory confidentiality agreements.
- D. In the case that the EAC delegates projects to its general body, the projects must be approved by the EAC Executive Board prior to execution.

ARTICLE VI: The Multicultural Affairs Council

Section 1. Name

- A. Issues pertaining to multicultural affairs shall be dealt with by the Multicultural Affairs Council, hereafter referred to as MAC

Section 2. Structure

- A. The MAC shall consist of:
1. the Vice President of Multicultural Affairs; who shall have voting rights only in case of a tie;
 2. the one (1) Senator elected within the Senate;
 3. the one (1) representative from each of the cultural organizations at Trinity College.
 - i. The representatives can be either the president or another executive board member of an organization

- ii. A representative can only represent one organization in any given year.
4. the Officers of the SGA, who have the right to attend as *ex officio* and non-voting members.

Section 3. Duties, Responsibilities, and Powers

- A. To address and make suggestions on any pressing issues pertaining to multiculturalism and diversity that faces the Trinity College Community.

ARTICLE VII: Duties, Responsibilities, and Powers of Officers, Delegates and Liaisons

Section 1. Duties, Responsibilities, and Powers of the Officers of the SGA

- A. The President of the SGA shall:
 1. preside as Chairperson over all meetings of the Senate and Steering Board;
 2. maintain communication and interact with students, faculty, administration, and trustees, specifically by:
 - i. meeting with the President of the College twice a month, or as deemed necessary,
 - ii. meeting with the Dean of Students twice a month, or as deemed necessary,
 - iii. meeting regularly with the senior staff of the Office of Campus Life,
 - iv. holding weekly office hours;
 3. when necessary, call a special meeting of the Senate or Steering Board and the convening of an all-campus faculty-administration-student forum;
 4. create *Ad Hoc* committees, as deemed necessary, upon approval of the Senate by a simple majority vote;
 5. appoint liaisons, as deemed necessary, upon approval of the Senate by a simple majority vote;
 6. represent, or designate someone to represent the SGA on special occasions or in dealing with special matters;
 7. write letters of warning and expulsion to those Senators or Representatives on Standing and Temporary Faculty and Trustee Committees who have failed to satisfy attendance requirements or in any way have acted in a manner unbecoming of their office;
 8. have the power to veto any measure passed by the Senate that only requires a simple majority vote to enact;
 - i. Any measure that has been vetoed by the President can be overruled by a two-thirds (2/3) majority of the Senate.
 9. have a vote only in the event of a tie;
 10. recognize new student organizations and constitutions pursuant to a simple majority vote of the Senate;
 11. approve inactive or revised student organizations and constitutions pursuant to a two-thirds (2/3) majority vote of the Senate;
 12. review any proposed SGA constitutional amendment(s) and issue a recommendation to the Senate on or before the day of voting on said amendment(s); and
 13. perform such duties in accordance with the SGA Constitution and the SGA Bylaws.

B. The Executive Vice President of the SGA shall:

1. perform the duties of the President in his/her absences;
2. maintain communication and interact with students, faculty, administration, and trustees, specifically by:
 - i. meeting with the President of the College twice a month, or as deemed necessary,
 - ii. meeting with the Dean of Students twice a month, or as deemed necessary,
 - iii. meeting regularly with the senior staff of the Office of Campus Life,
 - iv. holding weekly office hours;
3. maintain relations with student clubs and organizations,;
4. be considered a Senator;
5. be a member of the Steering Board;
6. make recommendations to the Senate for the position of the Secretary; and
7. perform such duties in accordance with the SGA Constitution and the SGA Bylaws.

C. The Vice President of Finance of the SGA shall:

1. preside as Chairperson at all meetings of the SGABC;
2. serve as the official SGA Budget Committee liaison to the Senate;
3. maintain communication and interact with students, faculty, administration, and trustees, specifically by:
 - i. meeting with the Treasurer of the College twice a year, or as deemed necessary,
 - ii. meeting with the Budget Director of the College twice a year, or as deemed necessary,
 - iii. meeting regularly with the senior staff of the Office of Campus Life,
 - iv. holding weekly office hours;
4. perform the duties of the President in his/her absence only if the Executive Vice President of the SGA is unable to do so;
5. have the authority to sign all SGA check requests and have charge of all SGA funds in conjunction with the Office of Campus Life;
6. maintain an accurate record of all SGA funds;
7. make monthly reports to the SGA on its financial status, which will be due to the SGA at the first meeting of each month and will include expenditures and revenues incurred;
8. write letters of warning and expulsion to those SGABC members who have failed to satisfy attendance requirements or in any way have acted in a manner unbecoming of their office;
9. be considered a Senator;
10. be a member of the Steering Board;
11. make recommendations to the Senate for the position of the Financial Secretary;
12. have weekly office hours;
13. be required to hold two budget orientations for the leaders of all clubs and organizations;
 - i. One shall be held during each semester, the first by the end of September and the second by the end of February.
14. perform such duties in accordance with the SGA Constitution and the SGA Bylaws.

- D. The Vice President of Entertainment of the SGA shall:
1. preside as Chairperson at all meetings of the EAC;
 3. serve as the official EAC liaison to the Senate;
 4. maintain communication and interact with students, faculty, administration, and trustees, specifically by:
 - i. meeting with the Dean of Students twice a month, or as deemed necessary,
 - ii. meeting regularly with the senior staff of the Office of Campus Life,
 - iii. holding weekly office hours;
 5. maintain an accurate record of all EAC funds and report back to the Vice President of Finance on a weekly basis with those records;
 6. write letters of warning and expulsion to those EAC members who have failed to satisfy attendance requirements or in any way have acted in a manner unbecoming of their office;
 7. be considered a Senator;
 8. be a member of the Steering Board;
 9. perform such duties in accordance with the SGA Constitution and the SGA Bylaws.
- E. The Vice President of Multicultural Affairs of the SGA shall:
1. preside as Chairperson at all meetings of the MAC;
 2. ensure that meetings of MAC take place at least twice per month;
 3. maintain communication and interact with students, faculty, administration, and trustees, specifically by:
 - i. meeting with the Dean of Multicultural Affairs twice a month, or as deemed necessary,
 - ii. meeting with the Dean of Students twice a month, or as deemed necessary,
 - iii. meeting regularly with the senior staff of the Office of Campus Life,
 - iv. holding weekly office hours;
 4. organize the agenda for all of the MAC meetings;
 5. record and distribute meeting minutes of all prior MAC meetings to the MAC members;
 6. serve as the official MAC liaison to the Senate;
 7. maintain an accurate record of all MAC funds, and report back to the Vice President of Finance on a weekly basis with those records;
 10. write letters of warning and expulsion to those MAC members who have failed to satisfy attendance requirements or in any way have acted in a manner unbecoming of their office;
 11. be considered a Senator;
 12. be a member of the Steering Board;
 13. perform such duties in accordance with the SGA Constitution and the SGA Bylaws.

Section 2. Duties, Responsibilities, and Powers of the Secretaries of the SGA

- A. The Secretary of the SGA shall:
1. keep the minutes of all Senate and Steering Board meetings;
 2. maintain the attendance records of all SGA members and bring complaints before the Steering Board when a member has violated the attendance rules as outlined in the SGA Bylaws;

3. be responsible for keeping all SGA files complete, accurate, and up to date;
 4. keep track of all operating procedures established by precedent;
 5. distribute copies of the SGA Constitution to all members of the SGA upon their election and to all head Officers of every recognized student organization;
- B. The Finance Secretary of the SGA shall:
1. keep the minutes of all SGABC and EAC meetings;
 2. maintain the attendance records of all SGABC and EAC meetings and bring complaints before the Steering Board when a member has violated the attendance rules as outlined in the SGA Bylaws;
 3. be responsible for keeping all SGABC and EAC files complete, accurate and up to date;
 4. work with the Office of Campus Life to ensure the proper accounting of all SGA accounts;
 5. work with the EAC to create and maintain an Student Activities Calendar that comprises of all social events that have been sponsored or funded by EAC;
 6. keep track of all operating procedures established by precedent;
 7. distribute copies of the SGA Constitution and the SGA Allocations Manual to all members of the SGABC and EAC upon their election or appointment.

Section 3. Duties, Responsibilities, and Powers of the Parliamentarian of the SGA

- A. To advise the President on parliamentary procedures and SGA precedents.
- B. Be the final authority of all issues pertaining to parliamentary procedure.
- C. Ensure the efficiency of SGA meetings.
- D. Be a member of Steering Board.
- E. To guide the SGA as temporary President in the event that that the President, Executive Vice President, and the Vice President of Finance are removed from office for any reason until the three positions are filled by a special election voted upon by the student body.
- F. In all matters not specially express in this Constitution, the parliamentary authority shall be Robert's Rules of Order, Newly Revised.

Section 4. Duties, Responsibilities, and Powers of Representatives on Standing and Temporary Faculty and Trustee Committees

- A. Serve as liaisons between their respective committee and the SGA.
- B. Present monthly verbal reports to the SGA on the activities of their respective committees.
- C. Be responsible for communicating all relevant SGA opinions or decisions to their respective committees.

Section 5. Duties, Responsibilities, and Powers of the Senators of the SGA

- A. Maintain communications with his/her constituents and actively seek their opinions.
- B. Have one vote on any matter before the Senate.
- C. Be entitled to speak and/or bring before the SGA any business s/he feels to be relevant.
- D. Be responsible for meeting the attendance requirements as articulated in the SGA Bylaws.
- E. Serve on at least one Senate Standing Committee of the SGA.
- F. Perform such duties in accordance with the SGA Constitution and the SGA Bylaws.

ARTICLE VIII: Meetings

Section 1. Meetings of the Senate

- A. The general meeting of the SGA Senate shall be held no less than once every other week during periods when classes are in session
- B. Additional meetings shall be called whenever they are deemed necessary by
 - i. the President, or
 - ii. two (2) Steering Board members, or
 - iii. one-fifth (1/5) of the Senators.
- D. Campus notification of Senate meetings shall be made at least 24 hours in advance and include the draft agenda for the meeting.
- E. Every member of the Trinity College Community has the right to express his/her views at Senate meetings. But only Senators may vote and/or introduce legislation.
- F. Two-thirds (2/3) of the voting membership of the Senate shall constitute a quorum.

Section 2. Meetings of the Steering Board

- A. To meet before every official Senate meeting to prepare the agenda for the subsequent Senate meeting.
- B. To hear all appeals, which are to be presented to the Senate at subsequent Senate meetings.
- C. Additional Steering Board meetings may be called for by the President.
- D. Every member of the Trinity College Community has the right to attend Steering Board meetings. But only Steering Board members may vote and/or participate.
- E. In cases where the Steering Board has to make necessary and/or emergency decisions, two-thirds (2/3) of the voting members of Steering Board must be present in order to have quorum.

Section 3. Meetings of the SGABC

- A. Allocation meetings shall be held weekly.
- B. Special SGABC meetings may be called for by the Vice President of Finance.
- C. Every member of the Trinity College Community has the right to attend SGABC meetings. But only members may vote and/or participate.
- D. Two-thirds (2/3) of the voting membership of the committee shall constitute a quorum.

Section 4. Meetings of the EAC

- A. Allocation meetings shall be held weekly.
- B. Special EAC meetings may be called for by the Vice President of Entertainment.
- C. Every member of the Trinity College Community has the right to attend EAC meetings. But only Executive Board members may vote.
- D. Two-thirds (2/3) of the voting membership of the council shall constitute a quorum.

Section 5. Meetings of the MAC

- A. Meetings shall be held biweekly.
- B. Special MAC meetings may be called for by the Vice President of Multicultural Affairs.
- C. Every member of the Trinity College Community has the right to attend MAC meetings. But only appointed members may vote and/or participate.
- D. Two-thirds (2/3) of the voting membership of the council shall constitute a quorum.

Section 6. Attendance Requirements

- A. Officers, Delegates, and Liaisons are required to attend all meetings of the Senate, Steering Board, SGABC, EAC, MAC, and Standing and *Ad Hoc* Committees to which they are a member.

Section 7. Special Circumstances and Confidentiality Clause

- A. Except under very special circumstances where confidentiality is necessary, all meetings of the Senate, SGABC, EAC and MAC will be open to any member of the Trinity College Community.
- B. In order to hold a closed meeting for any of the above mentioned bodies of the SGA, the procedure to follow should be as outlined:
1. the Senate may hold a closed meeting if the entire Steering Board agrees and three-fourths (3/4) of the Senators vote affirmatively to close the meeting;
 2. the Steering Board may hold a closed meeting if the three-fourths (3/4) of the voting members vote affirmatively to close the meeting;
 3. the SGABC may hold a closed meeting if the three-fourths (3/4) of the voting members vote affirmatively to close the meeting;
 4. the EAC may hold a closed meeting if three-fourths (3/4) of the Executive Board members vote affirmatively to close the meeting;
 5. the MAC may hold a closed meeting if three-fourths (3/4) of the voting members vote affirmatively to close the meeting.

ARTICLE IX: Eligibility Requirements for Election

Section 1. General Eligibility Requirements

- A. Any current Trinity College undergraduate or Individualized Degree Program student is eligible for selection to the SGA provided that s/he is not on academic probation or college censure.
- B. In order to be placed on the election ballot, a student must:
1. submit a petition for candidacy by the due date, unless prior permission is obtained from the Steering Board; and
 - i. The petition must consist of the name and signature of the signatory.
 - ii. To run for the following positions, the student must obtain the following number of signatures:
 - a) Senator-at-Large and Budget Committee member: 50 signatures from the general student body,
 - b) Senator and EAC Class representative: 25 signatures from the candidate's class.
 - c) Officer of the SGA: 75 signatures from the general student body;
 - d) Class Officer (President, Vice President, Secretary): 75 signatures from the candidate's class.
 2. sign the following statement before running: *"I have read and understood the responsibilities of the position that I am seeking, and I understand the consequences I will suffer if I fail to follow the guidelines for a proper campaign. Any transgressions from proper procedure will nullify my candidacy in any capacity in this election."*

- C. A student may enter his/her name on only one ballot per election for any executive position.

Section 2. Specific Eligibility Requirements for the Officers of the SGA

- A. Candidates seeking a position as an Officer of the SGA, in addition to the general eligibility requirements, must also meet the following requirements for the office that they seek, before the petition deadline:
 - 1. participate in a debate of issues and to meet with the person currently holding that position so as to understand the responsibilities and time commitments of that position;
 - 2. for the office of the President and Executive Vice President of the SGA, the candidate must have served at least one (1) year in the Senate prior to running for the position;
 - 3. for the office of the Vice President of Finance of the SGA, the candidate must have served for at least one (1) year in the Senate and have served for at least one (1) year in the SGABC prior to running for the position;
 - 4. for the office of the Vice President of Entertainment of the SGA, the candidate must have attended at least four (4) Senate sessions and have served for at least one (1) year in the EAC Executive Board prior to running for the position;
 - 5. for the office of the Vice President for Multicultural Affairs of the SGA, the candidate must have attended at least four (4) Senate sessions and have served for at least one (1) year in the MAC.

Section 3. Specific Eligibility Requirements for the Parliamentarian of the SGA

- A. The Parliamentarian of the SGA must be a Senator or a Senator-at-Large.
- B. A Senator wishing to obtain the position of Parliamentarian of the SGA must have served for at least one (1) year in the Senate.
- C. The Parliamentarian shall simultaneously be neither an Officer of the SGA nor a Committee Chairperson.

Section 4. Specific Eligibility Requirements for the Social Chair and the Special Events Chair of the EAC.

- A. Any candidate seeking the EAC Social Chair position must have regularly attended EAC meetings for at least one (1) year prior to seeking the position.
- B. Any candidate seeking the EAC Special Events Chair position must have regularly attended EAC meetings for at least one (1) year prior to seeking the position.

Section 5. Exemptions and Special Circumstances Clause

- A. Any of the above listed eligibility requirements maybe waived under the sole discretion of the Steering Board on a case-by-case basis.
- B. A candidate seeking exemption must provide the Steering Board with very strong reasons and/or credentials for waving one or more of the above listed requirements.

ARTICLE X: Elections and Appointments of Officers, Delegates, Support Staff and Liaisons

Section 1. Timing of Elections

- A. Fall Elections shall be held by the third week of the Fall Term.

- B. Winter Elections will be held by the second week of the Spring Term in the same manner as the Fall Elections.
- C. Spring Elections shall be held no later than four (4) weeks after Spring Break in the same manner as the Fall Elections.

Section 2. Election of the Officers, Delegates, and Liaisons

- A. During the Fall Elections, the open positions will consist of:
 - 1. the five (5) Senators from each of the four undergraduate classes;
 - 2. the two (2) Senators from the Individualized Degree Program;
 - 3. the one (1) First Year EAC class representative; and
 - 4. any unfilled positions from the Spring Elections.
- B. Winter Elections shall be held only if there are positions vacated at the conclusion of the Fall Term. Vacancies prior to the start of the Spring Term may be filled by appointment from the President with two-thirds (2/3) Senate approval until Winter Elections are held provided that at least two-thirds (2/3) of the Senate was elected and remains intact.
- C. During the Spring Elections, the open positions will consist of:
 - 1. the five (5) Officers of the SGA;
 - 2. the three (3) EAC class representatives, one each from the Sophomore, Junior, and Senior classes;
 - 3. five (5) Senators-at-Large; and
 - 4. any unfilled SGABC Members-at-Large positions

Section 3. Election of Students to Standing Faculty and Trustee Committees

- A. All student members of the standing Faculty and Trustee Committees may be, but are not limited to, members of the SGA.
- B. The Senate shall elect all student members to standing Faculty and Trustee Committees by a simple majority vote.

Section 4. Voting and the Election Ballot

- A. Candidates will be listed on the election ballot in random order.
- B. All voting shall be conducted electronically, the exact date and time to be set by the Executive Board.
- C. Neither candidate nor their campaign workers may, in any way, impede the campaign activities of other candidates.
 - i. Failure to abide by this rule will result in automatic nullification of a candidate's candidacy in any capacity for the remainder of that particular election.

Section 5. Appointment of Special Liaisons and Delegates

- A. The EAC Social Chair and Special Events Chair shall be appointed from within the EAC (including its general body no later than four (4) weeks after Spring Break.
- C. The student organizations chosen to be part of the EAC shall provide the names of their representatives no later than by the conclusion of the Spring Elections.
- D. The cultural organizations on campus shall provide the names of their representatives that shall comprise the MAC no later than two (2) weeks after the first day of classes of Fall Term.

- E. A Parliamentarian shall be appointed from within the Senate at the first meeting of the Fall Term and must be confirmed by a two-thirds (2/3) majority of the voting membership.
- F. Three (3) Senators shall be appointed to the SGABC by a simple majority vote of the Senate at the first meeting of the Fall Term.
- G. One (1) Senator shall be appointed to the EAC by a simple majority vote of the Senate at the first meeting of the Fall Term.
- H. One (1) Senator shall be appointed to the MAC by a simple majority vote of the Senate at the first meeting of the Fall Term.
- I. One (1) Senator shall be appointed Committee Chairperson for every standing and *Ad Hoc* Committee of the SGA by a simple majority vote at the first Senate meeting of the Fall Term.

Section 6. Appointment of Support Staff

- A. Following a recommendation from the Executive Vice President, the Secretary of the SGA shall be appointed on the last Senate meeting of the Fall Term by a simple majority vote of the Senate.
 - i. The Secretary shall be appointed at this time to establish continuity and to provide documentation to the first Senate meeting in the Fall Term.
- B. Following a recommendation from the Vice President of Finance, the Finance Secretary of the SGA shall be appointed on the last Senate meeting of the Fall Term by a simple majority vote of the Senate.
 - i. The Finance Secretary shall be appointed at this time to establish continuity and to provide documentation to the first SGABC meeting in the Fall Term.
- C. Any further staff members that the Senate deems necessary to perform its function can be appointed by a simple majority vote.

ARTICLE XI: Terms of Office

Section 1. Terms of Office for the Officers of the SGA

- A. The term of office for the five (5) Officers of the SGA shall commence immediately following the inauguration, which shall be held on the last Senate meeting of the Spring Term, and terminates on the day of inauguration the following academic year. The term lasts one entire academic year.

Section 2. Terms of Office for the Senators-at-Large of the SGA

- A. The term of office for the five (5) Senators-at-Large shall commence immediately following the inauguration, which shall be held on the last Senate meeting of the Spring Term, and terminates on the day of inauguration the following academic year. The term lasts one entire academic year.

Section 3. Terms of Office for the Class Senators of the SGA

- A. The term of office for Class Senators shall commence immediately following their successful election, and terminates on the last Senate meeting of the Spring Term of the same academic year. The term lasts one entire academic year.

Section 4. Terms of Office for the EAC Executive Board members

- A. The term of office for the EAC Executive Board members commences immediately

following their successful election or selection, and terminates on the last EAC meeting of the Spring Term of the same academic year. The term lasts one entire academic year.

Section 5. Terms of Office for the MAC members

- A. The term of office for the MAC members shall commence immediately following their election or selection, and terminates on the last MAC meeting of the Spring Term of the same academic year. The term lasts one entire academic year.

Section 6. Terms of Office for SGABC at-Large members

- A. The term of office for an at-Large SGABC member begins immediately following their successful election and terminates after three (3) consecutive semesters. At-Large SGABC members serve a one and a half (1 ½) year term.

Section 7. Terms of Office of Temporary Appointments

- A. The term of office for temporary appointments begins immediately following the appointment of the individual and terminates with the filling of that vacancy by election.

Section 8. Terms of Office of Senate Support Staff Appointments

- A. The term of office for Senate support staff commences immediately upon the appointment of the individual and terminates on the day of appointment of their successors.

ARTICLE XII: Evaluation and Removal of the Officers of the SGA

Section 1. Vote of Confidence

- A. A vote of confidence for the five (5) Officers of the SGA shall be held at the last Senate meeting of the Fall Term.
- B. To pass a vote of no confidence, over two-thirds (2/3) of the Senators must vote in favor of the motion of no confidence.
- C. The Senate shall proceed with a vote of confidence for the Vice President of Finance under the recommendation of the SGABC.
- D. The Senate shall proceed with a vote of confidence for the Vice President of Entertainment under the recommendation of the EAC.
- E. The Senate shall proceed with a vote of confidence for the Vice President of Multicultural Affairs under the recommendation of the MAC.

Section 2. Line of Succession

- A. In case of a vote of no confidence, or if the positions of the President, Executive Vice President, or the Vice President of Finance are vacated for any reason,
 - 1. The Executive Vice President shall fill the vacated position of President;
 - 2. If both the positions of President and Executive Vice President are vacated, the Vice President of Finance shall fill the vacated position of President;
 - 3. If the position of President and both the Executive Vice President and Vice President of Finance are vacated, then the Parliamentarian shall assume the powers of the office of the President until a special election can be held, which should take place within two (2) weeks after the vote of no confidence.
- B. In the event that any of the positions of Executive Vice President, Vice President of Finance, Vice President of Entertainment, or Vice President of Multicultural Affairs of the SGA have been vacated for any reason during the school year, there shall be a special

election voted upon by the entire student body to fill that position(s).

ARTICLE XIII: Disciplinary Procedures

Section 1. Removal of Officers, Delegates, and Liaisons

- A. Any Officer, Delegate, or Liaison can be removed from office for any of the following reasons:
1. failure to carry out the duties of his/her office;
 2. misuse of the powers of his/her office;
 3. violations of either civil or legal rules or laws;

Section 2. Procedure for the Removal of Officers, Delegates, and Liaisons

- A. The five (5) Officers of the SGA can either be removed from office through a vote of no confidence as outlined by Article XI, Section 1 of this Constitution or for any reasons provided in Section 1 of this Article through the procedure described below in this Section of this Article.
- B. The procedure for the removal of Officer(s), Delegate(s), or Liaison(s) is as follows:
1. a written complaint of charges against any Officer(s), Delegate(s) or Liaison(s) must be filed with the Steering Board;
 2. the Officer(s), Delegate(s), or Liaison(s) must be notified within forty-eight (48) hours of the charges after the complaint is received by the Steering Board;
 3. a hearing before the Steering Board shall be scheduled after notification of charges to the Officer(s), Delegate(s), or Liaison(s);
 4. if a majority of the Steering Board finds that the charges have been properly brought against the Officer(s), Delegate(s), or Liaison(s), a formal hearing before the Senate shall be held no sooner than forty-eight (48) hours after the Steering Board's decision of upholding the charges brought against the said Officer(s), Delegate(s), or Liaison(s);
 5. a two-thirds (2/3) majority vote of the Senate shall be required for the removal of said Officer(s), Delegate(s), or Liaison(s) from office.
- C. Members of the Steering Board charged under Section 1 of this Article will be suspended from the Steering Board while the question of removal is being considered.

Section 3. Censure of Officers, Delegates, or Liaisons

- A. An Officer, Delegate, or Liaison may be censured for:
1. a failure to carry out the duties of his/her office; and/or
 2. acting in an unreasonable and circumspect manner at any SGA sanctioned or sponsored meeting.
- B. The procedure for censure is as follows:
1. a formal notice by the President to the candidate for censure;
 - i. If the President is the candidate for censure, then the Parliamentarian will give the formal notice.
 2. a formal presentation on the issue by the President and the candidate for censure at the Senate meeting following the formal notification by the President which shall occur no earlier than one (1) week after the President's notification;
 - i. If the President is the candidate for censure, then the Parliamentarian will give the formal presentation on the issue.

3. Senate discussion on the issue will commence immediately following the presentation on the issue by the two parties. This discussion will be off the record and closed for outside observers and the candidate for censure;
4. a vote of censure will immediately follow discussion. A simple majority vote is necessary for the censure of an Officer, Delegate, or Liaison; and
5. the notification of the decisions by the Senate to the candidate by the President will occur no later than twenty four (24) hours after the decision is made by the Senate.
 - i. If the President is the candidate for censure, then the Parliamentarian will give the notification of the Senate's decision.

Section 4. Improper Procedure

- A. If the proper procedures are not followed for the removal or censure of Officers, Delegates, or Liaisons, the charges will be dropped. However, the same charges may be resubmitted in accordance with proper procedures.

ARTICLE XIV: Referendums

Section 1. Holding a Referendum

- A. A student or student group may attempt to have a student referendum in the following manner:
 1. the wording of said referendum must be submitted in writing to all members of the Senate at least one (1) week before the Senate is scheduled to vote on the said referendum;
 2. the Senate must approve the referendum by two-thirds (2/3) majority vote; if this passes, the referendum will be voted upon by the student body within one (1) month.
 - i. If the referendum fails to receive the two-thirds (2/3) majority vote necessary to pass the Senate, the student or student group can then try to arrange a referendum by petition.
 - a) In order to arrange such a referendum, the student(s) in question must submit to the Senate, a petition with the signatures of thirty-five percent (35%) of the Trinity College undergraduate population.
 - b) If such a petition has been filed, then the referendum must be voted upon by the student body within one (1) month.

Section 2. Validity of a Referendum

- A. In order for a referendum to be considered valid, the following conditions must be met:
 1. written positions for and against the position expressed in the referendum must be made available to every student in any manner possible, including but not limited to email, campus mail, global email, flyering, etc, at least one (1) week before the referendum is voted upon;
 2. a meeting open to the entire student body to discuss the referendum must be held;
 3. a simple majority of the student body vote is necessary to pass the measure.

ARTICLE XV: Constitutional Review and Amendments

Section 1. The Senate shall have the power to review, amend, or create a new constitution when the Senate agrees by two-thirds (2/3) majority that the existing document is no longer sufficient in providing for the general welfare of the Trinity College student body. All amendments made to this constitution or the proposal of a new constitution shall be presented, in writing, to the Steering Board no less than one (1) week prior to the consideration of the proposed amendment or new constitution in the Senate.

Section 2. Proposed revisions, amendments or new constitutions shall take effect and nullify or correct this document after a two-thirds (2/3) majority ratification of the voting membership of the Senate, followed by a simple majority ratification in a student wide vote.

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