Lamar State College Orange Student Government Association Constitution

Established 1976

Revised Feb. 2023

Mission Statement

We, the students of Lamar State College Orange, freely interact with the faculty, staff, administration, and other student organizations as an integral part of the Texas State University System in order to:

- Act as a liaison to faculty, administration, and staff on behalf of the student body
- Demonstrate leadership, honesty, and integrity
- Act in the students' best interest when participating in the development of policies for the college
- Act upon the suggestions and concerns expressed by the student body
- Foster recognition of student rights and the college's responsibilities to the students.

We, the students of Lamar State College Orange, do hereby establish this Constitution of the Student Government Association of Lamar State College Orange.

Article I

The Legislative Branch

Section 1. The Legislative Branch

(1) All legislative powers herein granted shall be vested in Congress of Lamar State College Orange, which shall consist of a Senate and an Executive Committee.

Section 2. The Executive Committee

(1) The Executive Committee shall be composed of four voting members and the presiding officer will be the President. The other members will include: The Vice President, Public Relations Officer, and Secretary. The faculty/staff advisor of the Student Government Association shall be a fifth nonvoting member of the Executive Committee. A quorum shall consist of 50 percent of the total membership of the committee.

(2) The responsibilities of the Executive Committee shall be:

- Responsible for reviewing the budget for the Student Government Association
- Responsible for reviewing any charges of impeachment received from the Chairperson of the Academic Affairs Committee. The Executive Committee is responsible for giving a written notification to the charged member and to the entire membership of the Senate.
- Responsibility of The President to call Executive Committee meetings with a three-day written notice to each member.
- Responsibility of the Executive Committee is to review all amendments to the constitution and must pass the committee with a majority vote to be sent to the Senate or sent to the President.

Section 3. The Senate

(1) The Senate shall be composed of six elected Senators – three from academic programs and three from technical programs - any student organization representative, and the four voting Executive Officers as elected by the students of Lamar State College Orange.

(2) In addition to the responsibilities outlined in the Mission Statement, the responsibilities of The Senate shall be:

- Ensure all student organizations are represented at SGA meetings
- Review budgets of all student organizations
- Hear and act upon student concerns brought before the senate
- Serve on other campus committees to represent student voices (curriculum committee/distance ed)
- Review constitution annually
- Must acquire 15 hours of campus service per semester. Failure to meet this requirement will result in removal from office and required repayment of SGA scholarship
- Oversee qualifications of each member and act if needed

Section 4. Regular Senate Meetings

(1) The Senate shall assemble every Thursday at 3:00 p.m. unless the Thursday falls on a holiday or in the case that a semester is not in session.

(2) Each member of the Senate is subject to compliance of the Attendance Rule, which states:

- All members of the Student Government Association shall meet the attendance policy of: Any member who misses three or more meetings without turning in due cause, may be removed from the Student Government Association without need for an impeachment hearing. A tardy shall be marked upon 15 minutes past the beginning of the meeting and 2 occurrences of tardiness will result in 1 absence. An absence shall be marked 30 minutes past the beginning of the meeting. Three absences will result in removal from office and required repayment of SGA scholarship.
- Excused absences will be given for those attending a tournament/conference with other campus organizations or with valid reasoning.
- A majority of the membership shall constitute a quorum to do business. If a quorum cannot be established, The Senate cannot conduct business and may adjourn. A repeated lack of quorum will authorize The Senate in attendance at the meeting to enforce the Attendance Rule.
- In the case of the President, Vice President, Secretary and Public Relations Officer all being absent from a meeting of the Senate, the entire Senate shall vote, by a simple majority, a temporary chairperson for that meeting.
- All members of the Student Government Association, due to the attention and activity their office requires, are to refrain from use of personal electronic devices during official meetings unless they are being used to check or update schedules in reference to student government business or if given the explicit approval from the President, Vice President, chair, or presiding member of that given meeting.

(3) The Senate is governed by the rules found in the current edition of Robert's Rules of Order.

(4) Voting procedures

- Each Senator shall have one vote.
- A simple majority is needed to pass a resolution on to the President. The President has the option to veto a resolution. The Senate may by a two-third vote override a Presidential veto.

Section 5. Senator Requirements and Responsibilities

(1) Requirements

No person shall be elected to/hold the office of Senator who has not maintained a 2.0 GPA and an enrollment status at Lamar State College Orange. First time students are exempt from this regulation until the end of their first semester.

(2) Each Senator is responsible for:

- Gathering information regarding student concerns
- Networking with students on campus
- Promoting student activities
- Representing all students within SGA
- Serving on standing SGA committees, as appointed by Executive Committee
- Fostering mutual understanding between the administration and the students
- Other duties as assigned

The Senators may suggest rules and regulations to the Executive Committee as deemed necessary for the accomplishment of these responsibilities.

(3) Every Senator of the Student Government Association must take the following Oath of Office:

I DO SOLEMNLY SWEAR / THAT I WILL EXECUTE THE DUTIES / OF THE OFFICE OF SENATOR / OF THE STUDENT GOVERNMENT ASSOCIATION / AND WILL TO THE BEST OF MY ABILITY / PERSERVE, DEFEND, AND PROTECT / THE CONSTITUTION AND STUDENTS / OF LAMAR STATE COLLEGE ORANGE.

Section 6. Student Organization Representatives Requirements and Responsibilities

(1) In order to serve as a student organization representative for SGA, representatives must:

- Be a current LSCO student actively involved in a student organization or club
- Cannot serve as a senator or executive officer

(2) Responsibilities of student organization representatives are:

- Report to their respective club or organization the content of each meeting of the Senate
- Report to the Senate relevant business related to respective club or organization
- Investigate matters that are pertinent to the interest of their respective club or organization and take such legislative action as may be deemed necessary and proper
- Bring updates of organization/club budget to meeting of the Senate
- Serve on standing SGA committees, as appointed by the executive committee
- Other duties as assigned

(3) Every Representative of the Student Government Association must take the following Oath of Office:

I DO SOLEMNLY SWEAR / THAT I WILL EXECUTE THE DUTIES / OF THE OFFICE OF REPRESENTATIVE / OF THE STUDENT GOVERNMENT ASSOCIATION / AND WILL TO THE BEST OF MY ABILITY / PERSERVE, DEFEND, AND PROTECT / THE CONSTITUTION AND STUDENTS / OF LAMAR STATE COLLEGE ORANGE.

Section 7. Committees

(1) The legislative branch will have The Committee of Academic Affairs and The Committee of Campus Affairs, and any ad hoc committees deemed necessary to help the process of passing legislative matters.

(2) The Committee of Academic Affairs

Membership will consist of:

- Chair - Vice President of SGA
- Senator
- Representative
- Parliamentarian – ex officio/non-voting

Committee of Academic Affairs is responsible for:

- Any student grievance
- Any internal grievance of the Student Government Association, including impeachment
- Holding hearings on resolutions entrusted to their care
- Preparing the resolution for debate on the Senate floor.

(3) The Committee of Campus Affairs

Membership will consist of:

- Chair – Public Relations Officer of SGA
- Senator
- Representative
- Parliamentarian – ex officio/non-voting

The Committee of Campus Affairs will be responsible for:

- Coordinate with the Student Center Activities Committee and activities that visit the campus
- Serve as official liaison between the Student Center Activities Board and the Student Government Association
- Coordinate staffing of student events
- Hold hearings on resolutions entrusted to their care and preparing the resolution for debate on the Senate floor.
- Coordinate recruiting events for SGA

(4) Ad hoc Committees

Membership will be determined as needed and will be formed by the President of SGA and ratified by the Senate.

Ad hoc committees are responsible for:

- All matters entrusted to them at the time of their creation
- Hold hearings on resolutions entrusted to their care
- Prepare the resolutions for debate on the Senate floor.

(5) Each standing committee chairperson or their representative will give a full report at each meeting of the Senate. The committees will meet at the time and place decided upon by their membership. To be a member of a committee you must be in "good standing" as defined by Executive Committee. Meetings should not be less than once a month.

(6) All standing committees will serve from the time of appointment until the end of the chairperson's term or until all business entrusted to their care is complete, whichever is shorter.

(7) All ad hoc committees will serve from the time of appointment until all business entrusted to their care is complete.

Article II

The Executive Branch

Section 1. (1) All Executive power herein granted shall be vested in the President, Vice President, Secretary, Public Relations officer and Parliamentarian of the Student Government Association of Lamar State College Orange and they each, except the Parliamentarian, shall have one vote on the Senate

Section 2. President

(1) The President must meet the following qualifications:

- The electors will be judged qualified if and only if they are registered students of Lamar State College Orange at the time of the election
- Must maintain a 2.5 or higher GPA
- Enrollment status exclusively at Lamar State College Orange
- Has successfully completed 12 semester hours on the Lamar State College Orange campus before the election.
- Must maintain 12 hours in good standing throughout the duration of his/her term
- Must have served at least one semester as an elected senator in Student Government Association prior to running for president
- Elected for a one-year term of office in the Spring Semester.

(2) The President's responsibilities include:

- Serve as the presiding officer at the meetings of the Senate
- Have the power to negotiate agreements, provided two-thirds of the total voting membership of the Student Government Association concurs
- Have the power to call Special Meetings of the Senate, provided he/she gives the total membership twenty-four-hour notice of the meeting including agenda
- Suggest an ad hoc or temporary committee to the two standing committee chairpersons
- Serve as the official liaison between the Student Government Association and the administration, faculty and staff on the campus
- Have the power to approve or veto all resolutions.

    - If the resolution is passed by the membership then the President has five days to sign it and make the resolution legal and biding or veto and send it back to the floor of the Senate.
    - If the President does not sign the resolution within five class days after it is passed by membership, then it shall automatically become legal and binding.
    - If the President vetoes the resolution, he/she must, at the next regular meeting of the Senate, explain the reasoning behind this veto and offer any changes that might make the basic idea of the resolution more acceptable.
- Attend or send a representative to all committee meetings of which he/she is a member.
- Hold five office hours per week, scholarship will reflect number of hours held.
- Other duties as assigned
- In removal of the President from office, or of his/her death, resignation, or inability to discharge the powers and duties of the said office, the Senate shall nominate a member of the Student Government Association to become the next President.

(3) The President shall take the Oath of Office as follows:

I DO SOLEMNLY SWEAR / THAT I WILL EXECUTE THE OFFICE OF THE PRESIDENCY / OF THE STUDENT GOVERNMENT ASSOCIATION / AND WILL TO THE BEST OF MY ABILITY / PERSERVE, DEFEND, AND PROTECT / THE CONSTITUTION AND STUDENTS / OF LAMAR STATE COLLEGE ORANGE.

Section 3. The Vice President

(1) The Vice President must meet the following qualifications:

- No person shall be elected to hold the office of Vice President who is not currently maintaining an enrollment status of at least six semester hours, exclusively, at Lamar State College Orange
- Must have successfully completed six semester hours on the Lamar State College Orange campus before the election.
- Must maintain 2.0 or higher GPA
- Must have served at least one semester as a senator in Student Government Association
- Shall be elected for a one-year term of office in the Spring Semester.

(2) The Vice President's responsibilities include:

- In the absence of the President the Vice President shall act in his/her behalf.
- Have the power to call Special meetings of the Senate with twenty-four-hour notice to the full membership of the Student Government Association.
- Serve as the Chair for the Academic Affairs Committee
- Serve as an official advisor to the SGA President on all matters.
- Attend or send a representative to all committee meetings of which he/she is a member.
- Hold four office hours per week, scholarship shall reflect number of hours held.
- Other duties as assigned
- In the case of the removal of the Vice President from office, or of his/her death, resignation, or inability to discharge the powers and duties of the said office; if more than six months remain in the term a Special Election will be held and if less than six months remains the Senate shall elect the replacement to the office.

(3) The Vice President shall take the Oath of Office as follows:

I DO SOLEMNLY SWEAR / THAT I WILL EXECUTE THE OFFICE OF THE VICE PRESIDENCY / OF THE STUDENT GOVERNMENT ASSOCIATION/ TO THE BEST OF MY ABILITY / PERSERVE, DEFEND, AND PROTECT / THE CONSTITUTION AND STUDENTS / OF LAMAR STATE COLLEGE ORANGE.

Section 4. Secretary

(1) The Secretary must meet the following qualifications:

- No person shall be elected to hold the office of Secretary who is not currently maintaining an enrollment status of at least six semester hours, exclusively at Lamar State College Orange
- Must have successfully completed six semester hours at Lamar State College Orange before the election.
- Must have served at least one semester as a senator in Student Government Association
- Must maintain 2.0 or higher GPA
- Shall be elected for a one-year term of office in the Spring Semester

(2) The Secretary responsibilities include:

- Take minutes in each meeting, typing them, and placing them in the appropriate file for public record.
- Ensure that the minutes are read and approved at each meeting of the Senate.
- Keep a record of attendance of all members at the meetings and report any member who does not comply with the Attendance Rule to the President and Advisor
- Serve as the presiding officer at any meeting where the President and Vice President are not in attendance.
- Obtain all account balances from the advisor before each meeting for the purpose of presenting the total to the Senate.
- Hold three office hours per week, scholarship received will reflect number of hours held.
- Other duties as assigned
- In the case of the removal of the Secretary from office, or of his/her death, resignation, or inability to discharge the powers and duties of the said office; if more than six months remain in the term a Special Election will be held and if less than six months remains the Senate shall elect the replacement to the office.

(3) The Secretary shall take the Oath of Office as follows:

I DO SOLEMNLY SWEAR / THAT I WILL EXECUTE THE OFFICE OF THE SECRETARY / OF THE STUDENT GOVERNMENT ASSOCIATION/ TO THE BEST OF MY ABILITY / PERSERVE, DEFEND, AND PROTECT / THE CONSTITUTION AND STUDENTS / OF LAMAR STATE COLLEGE ORANGE.

Section 5. Public Relations Officer

(1) The Public Relations Officer must meet the following qualifications:

- No person shall be elected to hold the office of Public Relations Officer who is not currently maintaining an enrollment status of at least six semester hours, exclusively at Lamar State College Orange

- Must have successfully completed six semester hours at Lamar State College Orange before the election.
- Must have served at least one semester as a senator in Student Government Association
- Must maintain 2.0 or higher GPA
- Shall be elected for a one-year term of office in the Spring Semester

(2) The Public Relations Officer responsibilities include:

- Serve as the presiding officer at any meeting where the President, Vice President, and Secretary are not in attendance.
- Serves as Chair of the Campus Affairs committee
- Have the power to coordinate all recruitment campaigns and will be responsible for the organization's public relations on campus and in the surrounding community.
- Oversee all SGA related promotional material and social media presence, including any required approval by LSCO Marketing team
- Hold three office hours per week, scholarship received will reflect number of hours held.
- Other duties as assigned
- In the case of the removal of the Public Relations Officer from office, or of his/her death, resignation, or inability to discharge the powers and duties of the said office; if more than six months remain in the term a Special Election will be held and if less than six months remains the Senate shall elect the replacement to the office.

(3) The Public Relations Officer shall take the Oath of Office as follows:

I DO SOLEMNLY SWEAR / THAT I WILL EXECUTE THE OFFICE OF THE PUBLIC RELATIONS OFFICER/ OF THE STUDENT GOVERNMENT ASSOCIATION / AND WILL TO THE BEST OF MY ABILITY / PERSERVE, DEFEND, AND PROTECT / THE CONSTITUTION AND STUDENTS / OF LAMAR STATE COLLEGE ORANGE.

Section 6. Parliamentarian

(1) The Parliamentarian must meet the following qualifications:

- No person shall be elected to hold the office of Parliamentarian who is not currently maintaining an enrollment status of at least six semester hours, exclusively at Lamar State College Orange
- Must have successfully completed six semester hours at Lamar State College Orange before the election.
- Must have served at least one semester as a senator in Student Government Association
- Must maintain 2.0 or higher GPA
- Shall be elected for a one-year term of office in the Spring Semester

(2) The Parliamentarian responsibilities include:

- Be knowledgeable in Robert's Rules of Order and the proper procedures for the conduct of meetings of deliberative assemblies.
- Assist the organization in drafting and interpreting the constitution, specific to the needs of the organization.

- Sit adjacent to the Chair and assist in guidance and support during the meeting. The Chair can and should consult with the Parliamentarian when not certain on how to rule on a question or proceed in the circumstances.
- Be a resource to the Chair, assisting with the conduct and behavior during a meeting.
- Shall not have a vote in the Senate except in cases of officer elections
- Serve as ex officio member on all SGA committees
- Hold three office hours per week, scholarship received will reflect number of hours held.
- Other duties as assigned
- In the case of the removal of the Parliamentarian from office, or of his/her death, resignation, or inability to discharge the powers and duties of the said office; if more than six months remain in the term a Special Election will be held and if less than six months remains the Senate shall elect the replacement to the office.

(3) The Parliamentarian shall take the Oath of Office as follows:

I DO SOLEMNLY SWEAR / THAT I WILL EXECUTE THE OFFICE OF THE PARLIAMENTARIAN / OF THE STUDENT GOVERNMENT ASSOCIATION / AND WILL TO THE BEST OF MY ABILITY / PERSERVE, DEFEND, AND PROTECT / THE CONSTITUTION AND STUDENTS / OF LAMAR STATE COLLEGE ORANGE.

Article III

The Judicial Branch

Section 1.

(1) The judicial powers of the Student Government Association of Lamar State College Orange are described, but not limited to the Texas State University System's policy found in the current catalog and current Student Handbook.

(2) In the case of any dispute of the meaning of the Constitution, the entirety of the Student Government Association shall vote on the matter. In the case of a tie, the Parliamentarian will make the deciding vote.

Article IV

Impeachment

Section 1. (1) The Student Government Association may by two-thirds votes of the total membership or 10 percent of the general student body impeach from the Student Government Association any member for any act or conduct deemed unfriendly or hostile to the best interest of the organization or the student body. Impeachment may also be called upon for malfeasance in office or negligence of sworn duties. The Executive committee must review such action originating from the Academic Affairs Committee and a written recommendation must be forwarded to the Senate meeting. Any member involved in such an action must have the right to defend against the charges or send a representative on their behalf. Notice and copy of the allegations/charges must be received by the member in question and the total membership at least seventy-two hours before the meeting.

Article V

Amending

Section 1. (1) The Executive Committee and Senate, whenever necessary, shall propose amendments to the Constitution.

(2) The resolution can originate from the Executive Committee or the Senate. It shall pass the Executive Committee with the majority's approval.

(3) The resolution must be read on the floor of the Senate and be placed on the table until the next regular meeting of the Senate. A motion and a second must be received to approve a vote on the resolution. The resolution shall become an amendment of the Constitution upon a two-third vote of the total membership and will be legal and binding upon the signature of the President.

(4) The new amendment must be kept on file in the Student Government Association office.

(5) Both houses – Executive Committee and Senate - of the Student Government Association must concur on the exact resolution, and it must be sent to the Office of the SGA President for signature or veto.

Article VI

Risk Management

Section 1. (1) Lamar State College Orange Student Government Association will abide by all guidelines outlined in the LSCO Student Handbook regarding Risk Management

Article VII

Student Government Association Election Code

I. Filing

- Candidates must file their Candidate Application with the office of Student Activities by the deadline determined by the Director of Student Life
- Candidates may only file intent for one office
- Candidates must attend a mandatory meeting called by the Director of Student Life, prior to the election in order to run for office.

II. Candidate Campaigning

(1) Posters, Flyers, and Campaign Materials

- All campaign posters must be approved through the LSCO Marketing Office and registered with the office of the Dean of Student Services.
- Each candidate may not post posters on top of other candidate posters
- No candidate or agent of the candidate may stand closer than fifty feet from the polling location.
- Candidates or agents acting for the candidate may distribute flyers anywhere on campus except in the classrooms
- Campaign flyers may not be distributed by leaving them on, under, or anyway attached to a vehicle parked on the LSCO campus.

- All campaign material cannot be negative to their opponent. All campaign materials must be collected within three days of election day
- In the event that any campaign guidelines are not followed, the situation will be evaluated by the office of Student Activities and the office of the Dean of Student Services.

(2) Candidate Campaigning (off campus/online)

- Candidates may participate in campaigning off campus and online utilizing social media as long as the same guidelines are followed.

(3) All voting for Executive Officer positions is done online through the LSCO Office of Institutional Research and Effectiveness.

- Ballots are emailed to students
- Student must log in with their LSCO R800 number
- Voting is limited to one vote per office.
- Electronic voting is open for one week.
- Election results are announced within 24-hours of election closing.
- Executive Officers are sworn in at the last Senate meeting of the Spring semester

(4) Voting for Senator positions is done online through the LSCO Office of Institutional Research and Effectiveness.

- Ballots are emailed to students
- Student must log in with their LSCO R800 number
- Voting is limited to one vote per office.
- Electronic voting is open for one week.
- Election results are announced within 24-hours of election closing.
- Senators are sworn in at the next regularly scheduled meeting of the Senate