

1999

## Constitution 1999

Student Government Association BBC, Florida International University

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**Student Government Council**  
**North Campus**

**CONSTITUTION**



**North Campus**

**WUC 363**  
**(305) 919-5804**

**CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION  
FLORIDA INTERNATIONAL UNIVERSITY**

**ARTICLE I**

**Purpose**

- A. The purpose of the Student Government Association (hereafter referred to as SGA) is to serve as a governing body responsible for representing student interests and addressing student needs on matters of University, county, or state concern.
- B. The responsibilities of the SGA are to represent students interests through:
  - 1. Serving on University and campus committees.
  - 2. Identifying and supporting student interests to the administration and faculty at each campus.
  - 3. Working in partnership with the administration and faculty to address student issues at each campus.
  - 4. Allocating Activity and Service fees.

**ARTICLE II**

**Composition**

- A. The SGA is comprised of two Student Government Councils, one to represent the interests of students at University Park (hereafter referred to as SGC University Park) and one to represent the interests of students at the North Miami Campus and Broward Centers (hereafter referred to as SGC North Miami).
- B. Each SGC shall be comprised of the following:
  - 1. SGC President
  - 2. SGC Vice President
  - 3. Twelve (12) Representatives as follows:
    - a. One (1) representative for each college or school primarily based at that campus.
    - b. Two (2) graduate student representatives.
    - c. Two (2) lower division representatives.
    - d. On the SGC North Miami, one (1) representative for the Broward Centers.
    - e. All remaining representatives at-large.
- C. The SGA also will be comprised of a University Council to coordinate the activities of the SGC's and to represent the interests of all FIU students on matters of University-wide, county, or state concern.
- D. The University Council will be comprised of:

1. Each SGC President.
2. Each SGC Vice President.
3. Each SGC Finance Committee Chairperson.
4. One representative elected from the SGC at University Park.
5. The Broward representative elected to the North SGC.

### **ARTICLE III Authority**

- A. This SGA was established through the power of the President of the University by direction of the Board of Regents which established the first Student Government Senate in June, 1973.
- B. The SGA is authorized to exist in accordance with the Florida Administrative Code, 1984, 6C-6.11 (1); 6C-6.12 (1) (a); 6C- 6.12 (1) (b); and 6C-6.12 (1) (c).
- C. Unless specifically addressed within the Constitution or Bylaws of the Student Government Association, issues of parliamentary procedure will defer to the current edition of Robert's Rules of order as the parliamentary authority.

### **ARTICLE IV Officers of the SGC**

- A. The officers of each SGC will be the President and Vice-President.
- B. Qualifications of the SGC President:
  1. Must be a student of Florida International University and attending at least 50 percent of classes at the campus he/she represents to run for and hold office.
  2. May not be under any academic or disciplinary sanction as detailed in the Student Rights and Responsibilities document to run for and hold office.
  3. Must maintain no less than a 2.50 cumulative grade point average to run for and hold office.
  4. Must have held an elected or appointed leadership position with the SGC for at least one year prior to election, commencing with the 1993 General Election.
  5. Must be of at least sophomore standing to run for and hold office.
  6. Must maintain a minimum of nine (9) undergraduate or six (6) graduate credit hours for each semester in office, excluding summer semester.
- C. Duties of the SGC President shall be to:

1. Preside over the SGC meetings and make all necessary arrangements for those meetings, including setting the agenda and conducting the business of the meeting in accordance with the current edition of Robert's Rules of Order and all provisions of the constitution and Bylaws. He/she will vote only in case of a tie.
2. Represent the interests of the SGC to the administration and faculty of his/her campus.
3. Fulfill all duties and responsibilities of the SGC President in regards to the SGA University Council.
4. Serve on and/or nominate and/or appoint individual students to campus governing bodies and recommend names for appointment to University committees.
5. Have the power to convene special campus SGC meetings, provided there is at least 48 hours notice of such meetings.
6. Appoint assistants as needed, subject to majority approval of the SGC members in attendance at a regular meeting.
7. Authorize any disbursement of SGC funds in the absence of the Finance Committee Chairperson.
8. Set and maintain a minimum of twenty (20) weekly office hours, ten (10) of which must be in the office itself.
9. Fulfill all duties and responsibilities as detailed by the SGA Constitution and Bylaws or as delegated by the SGC.

D. Qualifications of the SGC Vice President:

1. Must be a student of Florida International University and attending at least 50 percent of classes at the campus he/she represents to run for and hold office.
2. May not be under any academic or disciplinary sanctions as detailed in the Student Rights and Responsibilities document to run for and hold office.
3. Must maintain no less than a 2.50 cumulative grade point average to run for and hold office.
4. Must be of at least sophomore standing to run for and hold office.
5. Must maintain a minimum of nine (9) undergraduate or six (6) graduate credit hours for each semester in office, excluding summer semester.

E. Duties of the SGC Vice President shall be to:

1. Fulfill all SGC presidential responsibilities for that campus in the absence of the President as detailed in the SGA Constitution and Bylaws.
2. Fulfill all duties and responsibilities of the SGC Vice President in regards to the SGA University Council.

3. Set and maintain a minimum of ten (10) weekly office hours, five (5) of which must be in the office itself.
  4. Fulfill all duties and responsibilities of the SGC Vice-President as detailed by the SGA Constitution and Bylaws or as delegated by the SGC.
- F. Qualifications for the SGC Finance Chair:
1. Must be a student of Florida International University and attending at least 50 percent of classes at the campus he/she represents to run for and hold office.
  2. May not be under any academic or disciplinary sanctions as detailed in the Students Rights and Responsible document to run for and hold office.
  3. Must maintain no less than a 2.50 cumulative grade point average to run for and hold office.
  4. Must be of at least sophomore standing to run for and hold office.
  5. Must maintain a minimum of nine (9) undergraduate or six (6) graduate credit hours for each semester in office, excluding summer semester.
- G. The Finance Chair will set and maintain a minimum of ten (10) weekly office hours, five (5) of which must be in the office itself.
- H. Standing Committee or Council chairs (excluding Finance) will set and maintain a minimum of five (5) weekly office hours, three (3) of which must be in the office itself.
- I. Paid Appointees will set and maintain a minimum of five (5) weekly office hours, three (3) of which must be in the office itself.
- J. No officer, appointed or elected, shall have any authority not specified in this document, the Bylaws of the SGC, or as may be granted to him or her by majority vote of the SGC.
- K. Officers in their semester of graduation are exempt from the nine (9) credit hour requirement, but must maintain at least three (3) credit hours.

## **ARTICLE V**

### **Representatives**

- A. Qualifications of Representatives:
1. Must be a student of Florida International University and attending no less than 50 percent of his/her classes at the campus he/she represents to run for and hold office.

2. Representatives of specific schools, colleges, or class levels must be accepted students of that school, college, or class level as defined in the Bylaws. Graduate students shall be eligible to run only for graduate or at-large representative seats or the Broward seat.
3. May not be under any academic or disciplinary sanctions as detailed in the Student Rights and Responsibilities document to run for or hold office.
4. Must maintain no less than a 2.0 cumulative grade point average to run for and hold their position on SGC.
5. Must maintain a minimum of nine (9) undergraduate credit hours or three (3) graduate credit hours for each semester in office, excluding summer semester.
6. Representatives in their semester of graduation are exempt from the nine (9) undergraduate credit hour requirement, but must maintain at least three (3) credit hours.

B. Duties of SGC Representatives shall be to:

1. Attend regularly scheduled and special meetings of the SGC.
2. Serve on one (1) SGC committee.
3. Serve on one (1) campus or University committee, community committee, or special project.
4. Faithfully represent the needs and interests of the students they represent to the SGC.
5. Fulfill all special assignments as delegated by the SGC.
6. Set and maintain a minimum of five (5) weekly office hours, three (3) of which must be in the office itself.

## ARTICLE VI

### Elections and Referendums

- A. SGA annual elections will be held for two (2) days of the second week following Spring Break (usually the third week of March).
- B. The annual elections will be held for the offices of SGC President, Vice President, and all SGC representatives on each campus. The President, Vice President and all at-large positions will be elected campus-wide. Positions for specific schools, colleges, lower division and graduate seats, and the Broward campuses will be elected by the student membership of that school, college, division or campus.
- C. Unless otherwise specified, all elections shall be decided by simple majority of those voting.
- D. Campaigning for election to SGC will begin on each campus the week following Spring Break (usually the second week of March).

- E. All SGC positions are elected for one year, with the terms beginning the first day of summer semester and ending the last day prior to the following summer semester.
- F. A vote on constitutional amendments and referenda may also be conducted during the annual election. Campus-specific amendments and referenda on any issue may be called with approval by two-thirds vote of SGC representatives present at a meeting at which there is a quorum. Amendments and referendums pertaining to University-wide issues may be called by either SGC and require approval by two-thirds vote of the University Council at a meeting at which there is a quorum or may be called through petition of five (5) percent of the total student population of the University.
- G. All provisions of this article will commence with the 1993 general election.
- H. The officers and representatives elected in the 1992 special election will serve until the last day prior to the 1993 summer semester in accordance with the SGA Constitution and Bylaws.

## **ARTICLE VII**

### **Powers**

Each SGC of the Student Government Association shall have the power to conduct the following business during official meetings at which there is a quorum:

- A. Determine positions and elect individuals as necessary to conduct the business of the SGC, and arrange its meetings provided there is a regular meeting with fixed time and place at least twice monthly.
- B. Call for a special election or referendum with two-thirds vote of the SGC representatives in attendance at the meeting.
- C. By two-thirds vote of those present, the SGC may recommend the establishment or dissolution of Standing Committees be submitted to a vote of the student body at the next campus wide election.
- D. Establish ad hoc committees with a simple majority vote of the SGC representatives at the meeting.
- E. Allocate Activity and Service Fees that have been designated for the campus and monitor the use of those funds through the Finance Committee.
- F. Pass motions and resolutions to conduct the business of the SGC with the required vote of the SGC representatives.



- G. May remove any member of the SGC from office by a two-thirds vote of the entire SGC. In the event that the Chair of the meeting is the subject of the removal process, the SGC will elect and acting Chair who will preside over the meeting.
- H. Carry out other such responsibilities and duties as are consistent with the purposes of SGA and conform to State laws and University policies.

**ARTICLE VIII**  
**University Council**

- A. It is the responsibility of the University Council to represent student interests and address student needs on matters of University-wide, county, or state concern. The University Council also serves to aid in the coordination and support of the activities of each SGC. Issues may be brought before the Council by recommendation of the SGC of either campus or the University Council itself.
- B. Quorum for the University Council shall be fifty percent (50%) plus one, provided that at least one member representing each SGC is present.
- C. The University Council shall meet monthly or more frequently as needed on a rotating basis between University Park and the North Miami Campus. The SGC President at his/her respective campus shall make all necessary arrangements for the meeting, set the agenda, and chair the meeting. Quorum for the University Council shall be fifty percent (50%) plus one, provided that at least one member representing each campus is present.
- D. The University Council, through majority vote of the members in attendance at a meeting at which there is quorum, can conduct the business of the University Council. The University Council does not have the power to override any vote, recommendation, or decision made by either SGC on matters that pertain to their respective campus. The University Council may make recommendations to the administration and faculty on behalf of the entire student body, and when necessary, call for and conduct a University-wide referendum.
- E. The University Council shall make necessary appointments or create ad hoc committees it deems necessary to carry out the business of the University Council.
- F. The University Council shall not create any standing committees, but shall itself serve as a Finance Committee to determine fixed expenses of SGA and make initial allocations of Activity and Service fees to each SGC based on current FTE percentages.
- G. The University Council shall choose representatives involving both SGC's to lobby on behalf of student needs and interests with state and local governmental

organizations.

## **ARTICLE IX REMOVAL FROM SGC**

- A. The basis for removal of a SGC member shall be malfeasance, misfeasance, and/or non-feasance.

## **ARTICLE X Vacancies and Succession**

- A. If the office of the SGC President becomes vacant, the order of succession shall be as follows:
  - 1. The SGC Vice President.
  - 2. A person elected by a temporary election by a vote of two-thirds of the SGC members present at a meeting at which there is quorum, until a pre-scheduled mid-year special election or regular annual election, whichever comes first.
- B. When a vacancy occurs in the SGC Vice President position or SGC representative seat, the position shall be temporarily filled through a process of nominations and selection through a majority vote of the SGC representatives present and voting at a meeting at which there is a quorum, until a pre-scheduled mid-year special election or regular annual election, whichever comes first. Nominees must be qualified for that vacancy which they intend to fill.

## **ARTICLE XI**

The Student Government Association budget will be completed by the SGA currently in office for the succeeding SGA. The budget is to be completed and submitted to the University President no later than February 15 of each year.

## **ARTICLE XII Amendments**

No provision of the SGA Constitution may be waived. Such provisions may only be added, deleted, or altered through the following amendment process:

- A. Amendments to this Constitution may be proposed by either a petition of five (5) percent of the total student population or by a two-thirds vote of the University Council members present at a meeting at which there is a quorum.

- B. A simple majority of the student body voting in a University-wide general or special election is sufficient for ratification of an amendment to the SGA Constitution.

**ARTICLE XII**  
**Bylaws**

- A. Each SGC shall maintain a set of campus-specific Bylaws which may be amended only by a majority vote of that entire SGC.
- B. No provision of the SGC Bylaws may be waived. Such provisions may only be added, deleted, or altered through the amendment process.

**ARTICLE XIII**  
**Remuneration**

All members of each SGC shall be entitled to compensation as follows:

- A. SGC Presidents shall receive annually an amount up to four hundred percent (400%) of forty-five (45) undergraduate credit hours of in-state tuition.
- B. SGC Vice Presidents and Finance Committee Chairpersons shall receive annually an amount up to three hundred percent (300%) of forty-five (45) undergraduate credit hours of in-state tuition.
- C. Other SGC Standing Committee Chairpersons shall receive annually an amount up to one hundred-fifty percent (150%) of forty-five (45) undergraduate credit hours of in-state tuition.
- D. Other SGC Representatives shall receive annually an amount up to one hundred percent (100%) of forty-five (45) undergraduate credit hours of in-state tuition.
- E. Other appointed or elected positions of each SGC, including such positions as State Lobbyist, Elections Commissioner, Parliamentarian, and Secretary; but not to exceed five (5) positions, shall receive annually an amount equal to a SGC Representative.
- F. Members or appointed individuals of each SGC holding more than one (1) position shall receive remuneration for only one (1) position, whichever is highest.
- G. Remuneration will be through a payroll method.

**ARTICLE XIV  
Dissolution**

This Constitution will be dissolved upon the full ratification of a new Student Government Constitution.

**ARTICLE XV  
Ratification**

Ratification of this Constitution or any other Constitution replacing this document shall be achieved through a two-thirds affirmative vote of the University Council members present and voting at a meeting at which there is a quorum, a simple majority vote of the student body voting in a University-wide election, and the approval of the President of Florida International University.

7/8/96

## AMENDMENT TO THE SGA CONSTITUTION

### ARTICLE XVII

- A. The Student Judicial Board will serve as the internal standards board of the SGA. This board will be assigned responsibilities and duties as necessary to maintain proper division of powers, while being the chief agent of interpretation of the SGA Constitution.
- B. This Board will also hear cases concerning the Student Code of Conduct under authority of the Student Code of Conduct 4 (d), pursuant to Board of Regents approval.
- C. The Judicial Board shall be composed of five (5) members and one (1) chairman. The SGC will recommend nominees for these positions to the University Judicial Administrator. The member's term shall end on the last day of the Spring semester.
- D. **Qualifications and Duties**
  - 1. Student Judicial Board Members must be a student of Florida International University and attending no less than 50% of his/her classes at the campus he/she represents.
  - 2. May not be under any academic or disciplinary sanctions as detailed in the Student Rights and Responsibilities document to run for or hold office.
  - 3. Must maintain no less than a 2.0 cumulative grade point average to run for or hold office.
  - 2. A member serving on the Judicial Board for a minimum of one full semester will become eligible to serve as the Chairman.
  - 3. The Student Judicial Board will meet at a set time each month or more times as deemed necessary by the Chairman.
  - 4. No member of the Board may hold or be a candidate for any SGC office until after the passage of at least one full semester after he/she has ceased to serve on the board.
  - 5. The Chairman shall serve as chief administrator of the Judicial Board and will not have a vote on the board.

### **E. Powers and Limitations**

1. The Judicial Board shall be empowered to determine if actions by the SGC are within their Constitutional bounds, and whether suggested by laws conflict with that Constitution.
  2. The Board cannot take action by itself. An outside party must file a complaint for a case to be heard. The outside party eligible to file a complaint can be any FIU student, including members of the SGC.
  3. A member may excuse themselves of taking part in hearing or deciding on a complaint if they are an active member of the club or organization involved in this complaint.
- F. A member or chairman may be removed from the Student Judicial Board by a two-thirds vote of the SGC.
- G. The Chairman shall receive an annual amount up to one hundred fifty percent (150%) of forty-five (45) undergraduate credit hours of in-state tuition to be paid at the mid-point and end of each semester for a total of six (6) equal payments.

Revised May 16, 1997

## AMENDMENT TO THE SGA CONSTITUTION

### AMENDMENT #1

#### ARTICLE IV

##### Officers of the SGC

C.

7. Authorize the disbursement of SGC funds. The Finance Committee Chairperson will also possess this authority.

E.

5. Authorize the disbursement of SGC Funds in the absence of the SGC President and Finance Committee Chairperson.

### AMENDMENT #2

#### ARTICLE IX

##### Removal from SGC

- A. The basis for removal of an SGC member shall be malfeasance, misfeasance, and/or nonfeasance.
- B. All SGC Representatives will be immediately removed from office for one of the following reasons:
  1. Three absences from regularly scheduled SGC meetings per semester.
  2. Failure to complete the required five (5) office hours per week for three weeks per semester.
- C. The SGC President may place any paid SGC appointee on probation for a period not exceeding 30 days. Following this period, the members of the SGC Executive Board will make a recommendation to SGC to either remove or retain the appointee in question.

**AMENDMENT #3**  
**ARTICLE X**  
**Vacancies & Successions**

- A. If the office of the SGC President becomes vacant, the order of succession shall be as follows:
1. The SGC Vice President.
  2. A person elected by the temporary election by a vote of two-thirds of the SGC members present at a meeting at which there is a quorum, until a pre-scheduled mid-year special election or regular annual election, whichever comes first.
  3. Candidates for the position of SGC President must meet the requirements to hold the position.
  4. Failure to attend the SGC Retreat without two (2) weeks prior notice. A written request to be excused should be given to the SGC President no less than 2 weeks prior to the retreat.

**AMENDMENT #4**  
**ARTICLE XIII**  
**Remuneration**

- H. Each SGC shall appoint/hire staff personnel for the purpose of executing the professional and administrative functions in the SGC office. The SGC President and the SGC Advisor will jointly determine job descriptions and compensation. The combined weekly time commitment for SGC staff personnel must not exceed 60 hours.

Revised April 17, 1999