

The Constitution
of
The Student Body
of
Southwest Baptist University
(last updated April 23, 2007)



The Mission of the Student Government Association

The Student Government Association is dedicated to serving the Student Body by taking personal responsibility to facilitate campus unity in order to portray a more accurate picture of Christ.

"Slaves, obey your earthly masters in everything; and do it, not only when their eye is on you and to win their favor, but with sincerity of the heart and reverence for the Lord. Whatever you do, work at it with all your heart, as working for the Lord, not for men..." COL 3:22-23a NIV

PREAMBLE

In order to provide an efficient government that represents and enhances the lives of the students as well as maintains a Christian environment for education and leisure, we the students of Southwest Baptist University hereby establish this document as the Constitution of the Student Body of Southwest Baptist University.

ARTICLE I

The Student Body

Every person enrolled in at least one course at Southwest Baptist University is a member of the Student Body of Southwest Baptist University and subject to the laws of this Constitution.

ARTICLE II

The Student Government Association

A. *Membership*

1. The Student Government Association consists solely of the Student Body President, the Student Body Vice President, the Student Body Treasurer/ the Student Body Secretary, the President of each Class of the Student Body, the Vice President of each Class of the Student Body, the Treasurer of each Class of the Student Body, and the determined number of representatives using the Representative-to-Student ratio defined in chapter 1 section 1.05 of the by-laws for each Class of the Student Body.
2. The Student Government Association may appoint non-voting ex-officio members of the Student Government Association.
 - a. Ex-officio members of the Student Government Association may not vote whenever a vote is taken by the Student Government Association during its meetings.
 - b. Ex-officio members of the Student Government Association have the same right to speak before the Student Government Association as those members listed in Article II, Section A, Subsection 1 of this Constitution.
 - c. Ex-officio members may sit on any Standing Committee if appointed and approved by a two-thirds vote of the Student Government Association.

B. *Responsibilities of the Student Government Association*

1. The Student Government Association is the sole representative of the Student Body and as such, the Student Government Association is responsible for representing the Student Body.
2. The Student Government Association investigates and informs the Student Body of issues of concern to students.

- C. The Student Government Association has the power to approve resolutions on any subject.
- D. Each member listed in Article II, Section A, Subsection 1 with the exception of the presiding officer has one (and only one) vote each time a vote is taken during meetings of the Student Government Association. Tie votes are to be broken by the presiding officer; otherwise, the presiding officer has no vote in meetings of the Student Government Association.
- E. No one may simultaneously hold more than one of the offices listed in Article n, Section A, Subsection 1 of this Constitution.

ARTICLE III

The Executive Cabinet

- A. The Executive Cabinet consists solely of the Student Body President, the Student Body Vice President, the Student Body Treasurer, and the Student Body Secretary.
- B. The Executive Cabinet has the power to approve resolutions on any subject.

ARTICLE IV

The Student Body President

- A. *Qualifications*
 - 1. Only a person who is currently a full time student of Southwest Baptist University, who has a college cumulative grade point average of 2.75 or above at the time of election to the office, and who has completed at least forty-four hours of college credit at the time he/she takes office may be elected to be the Student Body President.
 - 2. The person serving as the Student Body President must maintain full time status at Southwest Baptist University and a college cumulative grade point average of 2.50 or above throughout the time that person serves as the Student Body President.
- B. *Term of Office* - The person elected to be the Student Body President takes office on Inauguration Day and serves until the following Inauguration Day.
- C. *Succession*
 - 1. Whenever the office of Student Body President is vacant, the order of succession to the office of Student Body President is: the Student Body Vice President the Student Body Treasurer, the Student Body Secretary, the President of the Senior Class, the President of the Junior Class, the Vice President of the Senior Class, the Vice President of the Junior Class, the Treasurer of the Senior Class, the Treasurer of the

Junior Class, the oldest Representative of the Senior Class, the oldest Representative of the Junior class.

2. Any person in the line of succession to the office of Student Body President with the exception of Student Body Vice President may decline the office.
3. Anyone in the line of succession to the office of Student Body President may succeed to the office of Student Body President providing he/she maintains the qualifications necessary for the office from which he/she succeeded to the office of Student Body President regardless of whether or not he/she meets the qualifications for the office of Student Body President.
4. When a person succeeds to the office of Student Body President, he/she serves as the Student Body President until the following Inauguration Day.

D. *Powers and Duties*

1. The Student Body President is responsible for enforcing the laws of this Constitution and the By-Laws of the Student Government Association. The Student Body President is also responsible for implementing the decisions of the Student Government Association and the Judicial Council.
2. The Student Body President is the sole representative between the Student Government Association and the Administration of Southwest Baptist University.
3. When vacancies occur the Student Body President is solely responsible for nominating a Parliamentarian, and persons to fill all other offices created by this Constitution and/or the By-Laws of the Student Government Association for which there is no other means of filling. Each appointment must be approved by a two-thirds vote of the Student Government Association.
4. It is the duty of the Student Body President to serve as the presiding officer of the meetings of the Student Government Association.

ARTICLE V

The Vice President

A. *Qualifications*

1. Only a person who is currently a full time student of Southwest Baptist University, who has an overall college grade point average of 2.75 or above at the time of election or appointment to the office, and who has completed at least forty-four hours of college credit at the time he/she takes office may become the Student

Body Vice President.

2. The person serving as the Student Body Vice President must maintain full time status at Southwest Baptist University and a college cumulative grade point average of 2.50 or above throughout the time that person serves as the Student Body Vice President.
- B. *Term of Office* - The person elected to be the Student Body Vice President takes office on Inauguration Day and serves until the following Inauguration Day.
- C. *Vacancies*
1. Whenever the office of Student Body Vice President is vacant, the Elections Committee is to provide a period of one week to allow for petitions to be completed and turned in for the position; the fact that the position is vacant and that petitions are available for the position must be publicized along with the deadline for turning in the petitions at least one week before the deadline for turning in petitions.
 - a. If only one petition is turned in for the position by the deadline for turning in petitions, then the person that turned in the petition becomes the Student Body Vice President if approved by at least a two-thirds vote of the Student Government Association.
 - b. If more than one petition is turned in, then an election is to be held within two weeks on a date set by the Elections Committee.
 - c. If no petitions are turned in during the one week period or if the only person to turn in a petition by the deadline is not approved by at least a two-thirds vote of the Student Government Association, then the Student Body President must nominate someone to fill the vacancy, but no one may become the Student Body Vice President through appointment unless his/her nomination is approved by at least a two-thirds vote of the Student Government Association.
 2. When a person is chosen to be the Student Body Vice President through one of the processes stated in Article V, Section C of this Constitution, that person actually becomes the Student Body Vice President seven days after the election (if elected) or (if not elected) immediately upon approval by at least a two-thirds vote of the Student Government Association and serves until the following Inauguration Day.
- D. *Powers and Duties* - It is the duty of the Student Body Vice President to assist the Student Body President in the discharge of his/her duties whenever the Student Body President requests such help.

ARTICLE VI

The Student Body Treasurer

- A. *Qualifications*

1. Only a person who is currently a full time student of Southwest Baptist University, who has an overall college grade point average of 2.50 or above at the time of election or appointment to the office, and who has completed at least twelve hours of college credit at the time he/she takes office may become the Student Body Treasurer.
 2. The person serving as the Student Body Treasurer must maintain full time status at Southwest Baptist University and a college cumulative grade point average of 2.25 or above throughout the time that person serves as the Student Body Treasurer.
- B. *Term of Office* - The person elected to be the Student Body Treasurer takes office on Inauguration Day and serves until the following Inauguration Day.
- C. *Vacancies* - In case of a vacancy of the Student Body Treasurer, follow the guidelines concerning the vacancy of the Vice President found in Article V, Section C of this Constitution.
- D. *Powers and Duties*
1. The Student Body Treasurer is responsible for all monies collected by the Student Government Association.
 2. The Student Body Treasurer is responsible for maintaining accurate and updated records of all receipts and disbursements of the Student Government Association.
 3. The Student Body Treasurer must provide a report on the financial status of the Student Government Association to any member of the Student Body within one week of the request.
 4. The Student Body Treasurer is the Chairperson of the Budget and Finance Committee.
5. The Budget
- a. The annual SGA budget shall be drawn up by the President, Vice President, and Treasurer of the Student Body in consultation with other representatives as necessary for approval by the SGA. The proposed budgets shall be posted in front of the SGA office at least one week before the time of approval. Approval shall be by a three-fourths vote of the total qualified membership and shall be completed by the mid-term of the Fall Semester of the current fiscal year. Class budget expenditures shall be approved by a simple majority of the total qualified class officers and representatives.
 - b. Once a budget has been approved by at least a three-fourths vote of the Student Government Association, it must be abided by and may not be altered at any time during the year except by the recommendation of the

Student Body Treasurer and the Student Body President and by at least a three-fourths vote of approval of the Student Government Association. The budget of individual Standing Committees, however, may be altered by the Chairperson of that Standing Committee with the approval of the Student Body President and the Student Body Treasurer.

6. The Student Body Treasurer is responsible for administering the SGA Cabinet Scholarship at the beginning of each semester as well as notifying the University Scholarship Coordinator of the names of Cabinet members within seven days of Cine Dine.

ARTICLE VII

The Student Body Secretary

A. *Qualifications*

1. Only a person who is currently a full time student of Southwest Baptist University, who has a college cumulative grade point average of 2.50 or above at the time of election or appointment to the office and who has completed at least twelve hours of college credit at the time he/she takes office may become the Student Body Secretary.
2. The person serving as the Student Body Secretary must maintain full time status at Southwest Baptist University and a college cumulative grade point average of 2.25 or above throughout the time that person serves as the Student Body Secretary.

B. *Term of Office* – The person elected to be the Student Body Secretary takes office on Inauguration Day and serves until the following Inauguration Day.

C. *Vacancies* – In case of a vacancy of the Student Body Secretary, follow the guidelines concerning the vacancy of the Vice President found in Article V, Section C of this Constitution.

D. The Student Body Secretary is the Chairperson of the Elections Committee.

E. *Powers and Duties*

1. The Student Body Secretary is responsible for the recording of the minutes of each meeting of the Student Government Association and (upon request) publishing the same.
2. The Student Body Secretary is responsible for maintaining and updating all files necessary for the efficient and effective operation of the Student Government Association and the Executive Cabinet.
3. The Student Body Secretary is responsible for recruiting persons to work table hours at the Student Government Association table and for recording the hours worked by each member of the Student Government Association.

4. The Student Body Secretary is responsible for recording and reporting absences of SGA members.
5. The Student Body Secretary is responsible for updating this Constitution and the By-Laws of the Student Government Association as they are amended and for providing a copy of the same to every member of the Student Government Association. Updates of this Constitution and the By-Laws of the Student Government Association must be made within two weeks of the change.
6. The Student Body Secretary is responsible for checking the members' cumulative grade point average each semester.

ARTICLE VIII

Class Officers

- A. The President, Vice President, and Treasurer of each Class of the Student Body are the Class Officers of that Class of the Student Body.
- B. *Qualifications*
 1. Only persons who are currently full-time students of Southwest Baptist University who have an overall college grade point average of 2.50 or above at the time of election or appointment to a Class Officer position may serve as a Class Officer; Freshmen are considered to have a 4.00 college grade point average until the completion of their first semester as a college student.
 2. Each Officer of a Class of the Student Body must be a member of the Class of the Student Body for which he/she is an Officer.
 3. Each person serving as a Class Officer must maintain full time status at Southwest Baptist University and a college cumulative grade point average of 2.25 or above throughout the time that person serves as a Class Officer.
- C. *Term of Office* - Persons elected to be Class Officers take office on Inauguration Day and serve until the following Inauguration Day.
- D. *Vacancies*
 1. Whenever the office of President of a Class of the Student Body is vacant, the person serving as the Vice President of that Class of the Student Body must succeed to the office of President of that Class of the Student Body. If the office of Vice President of that Class of the Student Body is also vacant, then the

Elections Committee is responsible for filling the vacancy through an election or an appointment.

2. Whenever the office of Vice President or Treasurer of a Class of the Student Body is vacant, the Elections Committee is responsible for filling the vacancy through an election or an appointment.
3. *Interim Officers*
 - a. Whenever the office of Vice President of a Class of the Student Body is vacant, the Treasurer of the same Class must temporarily serve as the Vice President of that Class with all the powers and responsibilities of that office until it is filled.
 - b. Whenever the office of Treasurer of a Class of the Student Body is vacant, the Vice President of the same Class must temporarily serve as the Treasurer of that Class with all the powers and responsibilities of that office until it is filled.
 - c. Whenever both the offices of Treasurer and Vice President of a Class of the Student Body are vacant simultaneously, the President of that Class of the Student Body must temporarily serve as both the Vice President and Treasurer of that Class with all the powers and responsibilities of those offices until either the office of Treasurer or Vice President is filled.
 - d. Whenever all Class Officer positions of a Class of the Student Body are vacant, the Elections Committee must appoint a Representative of that Class to temporarily serve as the Treasurer of that Class with all the powers and responsibilities of that office until a vacancy in a Class Officer position of that Class is filled.

E. *Powers and Duties*

1. Each Officer of each Class of the Student Body must attend Class meetings.
 2. Each President of a Class of the Student Body is responsible for attending and directing Class meetings of the Class of which he/she is the President each fall and spring semester. Class Presidents may call mandatory meetings of the Officers and Representatives of the Class of the Student Body of which he/she is the President, but only in accordance with the By-Laws of the Student Government Association and when not in conflict with the authority of the Student Body President.
3. *The Vice President*
- a. Each Vice President of a Class of the Student Body is responsible for attending Class meetings of the Class of the Student Body of which he/she is the Vice

President and for assisting the other Officers of the Class of the Student Body of which he/she is the Vice President as needed and for assuming the duties of another Class Officer should one or more be absent at a meeting.

b. *Powers and Duties as Class Secretary*

- i. Each Vice President is responsible for the following secretarial duties for the Class of the Student Body of which he/she is the Vice President recording the minutes of the meetings of the Officers and Representatives and (upon request) publishing the same; recording the attendance at each meeting of the Student Government Association and at each meeting of the Officers and Representatives and turning it in to the Student Body Secretary.
- ii. The Vice President is responsible to and under the authority of the Student Body Secretary in all cases relating to the secretarial responsibilities of the Vice President.

4. *The Treasurer*

a. *Powers and Duties as Class Treasurer*

- i. The Treasurer is responsible for all monies managed by the Class of the Student Body of which he/she is the Treasurer. All financial transactions involving a Class of the Student Body must be approved in advance by the Treasurer of that Class. All purchase requisitions of a Class of the Student Body must be signed by the Treasurer of that Class. The Treasurer is responsible for maintaining accurate and updated records of all receipts and disbursements of the Class of the Student Body of which he/she is the Treasurer.
 - ii. The Treasurer is responsible to and under the authority of the Student Body Treasurer in all matters relating to the financial responsibilities of the Treasurer.
 - iii. The Treasurer shall serve on the Budget and Finance Committee.
- b. The Treasurer of each Class of the Student Body is responsible for attending the Class meetings of the Class of which he/she is the Treasurer.

ARTICLE IX

Class Representatives

A. *Qualifications*

1. Only persons who are currently students of Southwest Baptist University (though not necessarily a full-time student) who have a college cumulative grade point average of 2.00 or above at the time of election or appointment to a Class Representative position

- may serve as Class Representatives. Freshmen are considered to have a 4.00 college grade point average until the completion of their first semester as a college student.
2. Each Representative of a Class of the Student Body must be a member of the Class of the Student Body for which he/she is a Representative.
 3. Each person serving as a Class Representative must maintain a college cumulative grade point average of 2.00 or above throughout the time that person serves as a Class Representative.
- B. *Term of Office* - Persons elected to be Class Representatives take office on Inauguration Day and serve until the following Inauguration Day.
- C. Whenever a Class Representative position becomes vacant, it is the responsibility of the Elections Committee to fill the vacancy through an election or appointment.
- D. The Representatives of each Class of the Student Body must attend Class meetings of the Class of which he/she is a Representative, work at least the number of hours required at the Student Government Association table each Spring and Fall Semester, and be under the authority of the Class President concerning class duties.

ARTICLE X

The Judicial Council

- A. *Membership*
1. No one may simultaneously be a member of the Executive Cabinet and the Judicial Council.
 2. To become a Justice or the Chief Justice of the Judicial Council, a person must be nominated by the Student Body President and approved by at least a two-thirds vote of the Student Government Association.
 3. The Chief Justice sits as the chair of the Judicial Council.
 4. No one may be a member of the Judicial Council unless he/she is also a member of the Student Government Association.
 5. Once a person becomes a member of the Judicial Council, that person remains a member of the Judicial Council for as long as that person continues to be a member of the Student Government Association unless he/she is removed as a member of the Judicial Council by a vote of "no confidence" of at least a three-fourths of the Student Government Association, or unless he/she becomes a member of the Executive Cabinet. (When a member of the Judicial Council, for any reason, is no longer a member of the Student Government Association and then again becomes a member of the Student Government Association, that person does not automatically again become a member of the Judicial Council because that person did not continue to be a member of the Student Government Association.)

6. The Judicial Council shall consist of two justices and one Chief Justice.
- B. *Interpreting the Law*
1. *Questions of interpretation*
 - a. Questions concerning the laws of this Constitution, the By-Laws of the Student Government Association, legislation, or any other matter affecting the Student Government Association and/or the Student Body are to be submitted in writing to the Chief Justice of the Judicial Council, the Student Body President, and the Advisor to the Student Government Association.
 - b. Any member of the Student Body, with the exception of members of the Judicial Council, may submit a question of interpretation to the Judicial Council.
 2. The decision of the Judicial Council stands as final unless an alternate decision is approved by a three-fourths vote of the Student Government Association.
- C. The Judicial Council is responsible for ensuring that each chartered organization maintains a file containing all information required by the Student Government Association; including a Constitution, any other laws, and a statement of purposed of the organization.
- D. The Chief Justice is responsible for maintaining and updating the record of decisions of the Judicial Council.
- E. The Judicial Council is not a Standing Committee of the Student Government Association and is not subject to any Standing Committee laws.

ARTICLE XI

Elections

- A. Every member of the Student Body is entitled to vote once (and only once) in each election.
- B. *The Elections Committee*
1. The Elections Committee is a Standing Committee of the Student Government Association.
 2. The powers and duties given to the Elections Committee by this Constitution and/or the By-Laws of the Student Government Association are vested solely in the Elections Committee itself and not in the Chairperson of the Elections Committee unless otherwise specifically stated.
 3. The Elections Committee is solely responsible for supervising and administering all elections of the Student Government Association.

4. *Members*
 - a. The Elections Committee consists of the Student Body Secretary (who serves as the Chairperson of the Elections Committee) and the Vice President of each Class of the Student Body.
 - b. No one may simultaneously be a member of the Elections Committee and the Judicial Council, nor may anyone simultaneously be a member of the Elections Committee and the Executive Cabinet (with the exception of the Student Body Secretary).

C. *Powers of the Elections Committee*

1. The Elections Committee may change the date of any election at any time.
2. The Chairperson of the Elections Committee may add supplemental election dates when he/she deems them necessary.
3. The Chairperson of the Elections Committee has the power to establish deadlines for petitions to join the Student Government Association as a Class Officer or a Class Representative to be turned in providing these deadlines are announced at least one week in advance.
4. When a person becomes an Officer or Representative of the Student Government Association after the mid-term of a semester, the Elections Committee has the power to reduce the number of table hours that person is required to work for that semester.

ARTICLE XII

Impeachment

Any member of the Student Government Association may be removed from the Student Government Association, but only in accordance with the Association's By-Laws.

ARTICLE XIII

Financial Provisions

A. *The Activity Fee*

1. The Student Government Association has the sole power to levy an activity fee on the Student Body.
2. By a three-fourths vote of the Student Government Association, the SGA, in accordance with the By-Laws concerning financial provisions, may increase or

decrease the Student Activity Fee.

- B. The Student Government Association has the sole power to appropriate and authorize the expenditures of monies collected by the activity fee and/or donated to the Student Body or the SGA.
- C. The Student Government Association may not borrow money.
- D. The Budget and Finance Committee is not a Standing Committee of the Student Government Association and is defined by Chapter VIII of the SGA By-Laws.

ARTICLE XIV

Legislation

Legislation may be passed on any subject providing it does not conflict with the laws of this Constitution and/or By-Laws of the Student Government Association.

ARTICLE XV

Constitutional Laws

- A. Laws consist of this Constitution, the By-Laws of the Student Government Association, and any legislation that is enacted by the Student Government Association and approved by the University Administration. Resolutions are not laws and may not be enforced.
- B. Any time an office, department, or any other position or body that is referred to by this Constitution, the By-Laws of the Student Government Association, or any enacted legislation changes or alters its name, all parts of this Constitution and the By-Laws of the Student Government Association that refer to that position or body automatically change to the new name. Any questions concerning spelling or grammatical errors, if approved by the Director of Student Activities, may be changed as needed. The Student Body Secretary is responsible for making this change.
- C. *The Parliamentarian*
 - 1. The Parliamentarian takes office immediately upon being approved by at least a two-thirds vote of the Student Government Association and serves until the following Inauguration Day.
 - 2. When the office of Parliamentarian is vacant, the Chief Justice of the Judicial Council serves as the Parliamentarian until the office of Parliamentarian is filled. When the person serving as the Parliamentarian is absent from the meeting of the Student Government Association, the Chief Justice of the Judicial Council serves as the Parliamentarian for that meeting.

- D. *Parliamentary Authority* - The rules contained in the most recent edition of Robert's Rules of Order shall govern the SGA in all cases to which they are applicable and not inconsistent with this Constitution and/or By-Laws.
- E. The Director of Student Activities shall serve as a non-voting ex-officio member of the SGA.
- F. This Constitution is supreme over any and all By-Laws of the Student Government Association; this Constitution is also supreme over any act of the Student Government Association and/or the Student Body or any member(s) of the Student Body that contradict this Constitution.

ARTICLE XVI

Amendments

- A. Any member of the Student Body may propose an amendment to this Constitution through current SGA members or during the allotted time in a SGA meeting.
- B. If the Student Government Association approves the proposed Amendment by at least a three-fourths vote, the proposed Amendment is presented to the Student Body. If at least two-thirds of the votes cast by the Student Body approve of the proposed Amendment being added to this Constitution, the Amendment is adopted, otherwise, the proposed Amendment to this Constitution is not adopted.
- C. An Amendment may be added to this Constitution by the Student Body without the approval of the Student Government Association when three-fourths of the members of the Student Body sign a petition which states the exact wording of the proposed Amendment to this Constitution.

ARTICLE XVII

Ratification

This Constitution may only be ratified in accordance with Article XII of the 1988 approved SOUTHWEST BAPTIST UNIVERSITY CONSTITUTION OF THE STUDENT BODY; this Constitution does not take effect, however, until inauguration day 1995. Once ratified and implemented, all laws and constitutions previously ratified or enacted immediately become null and void along with all decisions of the Judicial Council made prior to the ratification of this Constitution.

Definitions And Clarifications

- A. Class meetings are defined as a required meeting of the members of the Student Body who are a part of a particular Class of the Student Body (usually called class chapels); Class meetings are also defined as meetings between the Officers and Representatives of a particular Class of the Student Body. The Officers and Representatives of each Class of the Student Body are required to attend both types of Class meetings.

- B. There are four (and only four) Classes of the Student Body: Senior, Junior, Sophomore, and Freshman.
- C. Ex-officio members of the Student Government Association are honorary members of Student Government Association by virtue of or because of another office that person holds (For example: the Advisor to the Student Government Association could be made an ex-officio member of the Student Government Association.)
- D. A full-time student is defined by the Registrars Office of Southwest Baptist University.
- E. Resolution is a recommendation that the Administration enact or alter a specific policy or procedure.