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Preamble:

We the student body of Blue Ridge Community and Technical College establish the Student Government Association in order to promote the general welfare of the students; to provide a link between faculty, administration, and students; to insure the representation of a student voice in college affairs; and to perpetuate the concept of responsible student freedom. The Student Government Association will not discriminate against race, religion, gender, age, creed, sexual orientation, or disability.

Article I. Name and Purpose:

Section 1: Name

The name of the government herein established shall be the Student Government Association (SGA) of Blue Ridge Community and Technical College. Hereafter to be designated SGA.

Section 2: Purpose

The purpose of the organization is:

a. To promote the welfare of each Blue Ridge student.

b. To provide training experience in the general principles of democratic government for elected SGA officials.

c. To provide official channels through which student opinions may be expressed.

d. To promote academic freedom and responsibility.

e. To promote student rights and responsibilities.

f. To promote full cooperation between students, faculty, and administration.

g. To support all student body activities and school spirit.

h. To nurture and grow leadership potential of elected SGA officials.

i. To control the assessment and allocation of the SGA student funding.

j. To support all clubs and organizations within the college and to serve as a resource of information.

k. To assist in the coordination of activities for the benefit of the entire student body and the college.
Article II. Code of Ethics

a. All members of SGA shall adhere to the student Code of Conduct as stated in the Student Handbook.

b. Any member that does not meet all qualifications for the office or position he/she holds shall be removed from office immediately.

Article III. Membership

Any person who is recognized by the college to be a student (full-time or part-time) shall be admitted to membership in the SGA. Members of the senate or officer positions will be eligible to receive class credit. It is the responsibility of the joining Senator or Officer to enroll in the SGA class via Bridge. All elected and appointed officers must serve for the full academic year. All senators must be in good academic standing with Blue Ridge Community and Technical College. Officers must maintain a 2.3 Institutional GPA during assigned term in office.

Article IV. Officers

President: Duties and power of the President

The President:

a. Preside over all SGA meetings.

b. Coordinate Senate activities with the administration and report pertinent data during the SGA Senate meetings.

c. Must make appointments after approval of Senate.

d. Secure all legislation for approval or veto by the Senate meeting. Failure to sign or veto legislation enacts document as effective. A majority rule vote overrides any veto.

e. Calls special meetings of the senate.

f. Serves as ex-officio member of all SGA committees.

g. Attend meetings each semester with all SGA officers in order to discuss issues and encourage programs that will enhance college-wide unity.

h. Organizes an officer (e-board) meeting as needed (at least once per month).

i. Will serve as the chair of the Election Committee.

j. Will meet with SGA Advisor twice per month.
k. Will maintain his/her SGA book.
l. Will assist Secretary in making agenda for following meetings.

**Vice President: Duties and Powers of the Vice President**

Vice President:
   a. Preside over all meetings in absence or at the request of the president.
   b. Assumes all duties of the president in the absence or at the request of the president.
   c. Presides over the campus programming board.
   d. Will serve on the Board of Governors of Blue Ridge Community and Technical College.
   e. Reviews any ideas that the Senate may have before they are presented and to ensure proper order and has a Senate member as a sponsor before presentation at meetings.
   f. Deliver all legislative matters in an expedite manner.
   g. Maintain a record of all resolutions and the vote in book form to be available to all SGA members.
   h. Will maintain his/her SGA book.
   i. In the absence of the Student Advisory Council Representative, Vice President will attend the West Virginia Advisory board meeting.

**Secretary: Duties and Powers of the Secretary**

Secretary:
   a. Record the minutes of all SGA meetings, functions, and E-Board meetings.
   b. Distribute copies of Senate meeting minutes to the SGA Senate, members, advisors, and appropriate college offices.
   c. Will serve as the chair of the Bulletin Committee.
   d. Preside over all SGA meetings in the absence of the President and the Vice President.
   e. Will organize and prepare agenda for SGA meetings with the President.
   f. Will maintain his/her SGA book.
   g. Shall perform any other duties as assigned by the President.
**Treasurer: Duties and Powers of the Treasurer**

Treasurer:

a. Supervise all SGA financial affairs.

b. Maintain records of all expenditures and income.

c. Make a financial report at each meeting including officer meetings.

d. Will meet with the SGA advisor as needed.

e. Coordinate campus budget hearings for clubs and organization.

f. Preside over all SGA meetings in the absence of the President and the Vice President, and Secretary.

g. Will maintain his/her SGA book.

h. Shall perform any other duties as assigned by the Vice President.

**Community Service Representative: Duties and Powers of the Community Service Representative**

Community Service Representative:

a. Will coordinate all community service activities as voted on by SGA.

b. Work alongside the Vice President to coordinate all Programming Board activities.

c. Will prepare a bi-weekly report on current and upcoming community service activities in SGA meetings.

d. Will maintain his/her SGA book.

e. Shall perform any other duties as assigned by the President or Vice President.

**Student Advisory Council Representative: Duties and Powers of the Student Advisory Council Representative**

Student Advisory Council Representative:

a. Represents SGA and Blue Ridge CTC on the West Virginia Advisory Council of Students.

b. Must participate in all Student Advisory Council meetings in person or via telephone.
c. Must attend all SGA meetings.
d. Must submit meeting minutes from each Student Advisory Council meeting attended.
e. Representative will be reimbursed for all necessary travel expenses.
f. Will maintain his/her SGA book.
g. Shall perform any other duties as assigned by the President or Vice President.

Article V. Impeachment and Resignation

Section 1: Impeachment

a. In the event of a motion for impeachment from office all other officers must have a majority vote. Officers then must submit a detailed report to the advisor explaining specific reasons for impeachment. The impeachment will then be approved by the advisor who will appoint a temporary officer until the next election. Reasons for impeachment include but are not limited to; complacency in the position, conflict with officers and members of SGA, poor academic performance, and disciplinary problems.
b. If impeached then that individual will not receive class credit and must withdraw from the course or become a senator.

Section 2: Resignation

a. Any elected officer wishing to resign must submit a formal letter of resignation to the E-Board and the SGA advisor within two weeks prior to resignation.
b. If an elected officer chooses to resign then their class credit is revoked, unless they continue to be a member of the Senate.

Article VI. Elections and Campaigning Rules:

Section 1: Elections

a. The officers of the SGA shall be elected by a plurality vote of the students of Blue Ridge Community and Technical College. A secret ballot must be the medium of
the election. The dates of the election shall be set by the advisor of the SGA and shall be made public to the student body at least seven days prior to the election.

b. Election polls shall be open during selected hours and are conducted at the Blue Ridge Community and Technical College main campus for three days as posted by the advisor. The time and day of elections at James Rumsey Technical Institute will be determined by the election committee.

c. Elections for President, Vice President, Secretary, Treasurer, Community Service Representative, and Student Advisory Council Representative will be held at the end of the Spring semester. Elected officers must be able to serve one full academic year, consecutively Fall and Spring semesters. Officers are permitted to be re-elected. In the event of a tie for an officer position the current SGA President will be the deciding vote.

d. In order to maintain eligibility all potential SGA officers must maintain an average GPA of at least 2.3.

e. The SGA is responsible for having two poll workers from the Student Government at the poll at all times. These poll workers are responsible for verifying enrollment at Blue Ridge Community and Technical College and ensuring one vote per student.

f. Poll tables will have sign in/sign out sheets for the poll workers.

g. The election ballots will be kept for one academic year and then destroyed.

h. The SGA Advisors, Election Committee and any member of the executive branch not running for a position shall count the votes.

i. All newly elected officers will be notified by email after the votes have been counted and must attend the state leadership conference.

Section 2: Campaigning Rules

a. All campaigning rules and a copy of the constitution must be presented to the candidates upon completing requirements for running.

b. Each candidate will have one week prior to the week of elections to campaign in the school and on the Internet. Students may make advertisements to use on the Internet (only during campaign week) but may only place them on their own
websites. If it occurs before the week prior to elections, then the candidate will be removed from the ballot.

c. Campaign signs may be hung in assigned areas that will be assigned by the Student Affairs Office. No campaigning will be allowed on or near the election area.

d. There shall not be any negative campaigning about another candidate or the guilty candidate will be removed from the ballot.

e. Elected officials from the previous year and faculty/staff members of Blue Ridge Community and Technical College should show equal support for all candidates.

f. If a problem occurs with any election misconduct, it must be reported in writing to the chair of the Election Committee. If the committee cannot resolve the issue then it will be reported to the SGA’s faculty advisor. If no result has come from either, then it will be reported to the Student Affairs Office, and that decision will be final.

**Article VII. Meetings:**

a. SGA Meetings will be held once per week. SGA Executive Board Officer Meetings will be held twice per month. Meetings times and places will be announced at least seven days prior to the meeting.

b. Special meetings of SGA may be called by the President or requested by any of the officers or members. Each member shall have one vote on any issue. The President or in his or her absence the Vice President shall preside over all meetings. An Advisor must always be present.

**Article VIII. Committees:**

**Bulletin Committee:**

a. Secretary will preside as chair.

b. Secretary will appoint committee members and assign duties.

c. Committee will maintain monthly school bulletin and will upkeep the SGA bulletin board.
Election Committee:

a. President will preside as chair.
b. President will appoint committee members and assign duties.

Committees may be added and ratified as needed. Each committee will have a chair and must give a detail report of activities at each SGA meeting.

Article IX. Faculty Advisor:

A faculty advisor will be appointed by the SGA nominations and will be voted on each academic year. Should the faculty advisor not meet the SGA requirements then they will be removed as the SGA faculty advisor.

Article X. Amendments:

Amendments to these articles can be approved by two-thirds vote of the Senate.

Article XI. Ratification:

The Constitution shall become effective immediately upon its ratification by majority vote of SGA organizational and executive members.