

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION

OF

Tennessee College of Applied Technology - Shelbyville

ARTICLE I

PURPOSES

Section 1. The name of this organization shall be the Student Government Association of the Tennessee College of Applied Technology - Shelbyville. This organization shall be designated as the SGA.

ARTICLE II

PURPOSES

Section 1. The purposes of this organization shall be: 1) to promote and maintain an active communication between the administration, faculty, and students 2) to supplement academic goals through the development of appropriate co-curricular programs 3) to aid in the social adjustment and maturation of students 4) to provide leadership training and the promotion of democratic action and ideals 5) to provide a medium for student expression 6) to directly reflect student needs and interests in the promotion of campus activities 7) to offer services to the College and community 8) to develop loyalty and enthusiasm for Tennessee College of Applied Technology - Shelbyville.

ARTICLE III

FUNCTIONS

Section 1. The functions of this organization shall be: 1) to serve as student representatives upon any committee designated by the Student Services 2) to recommend and implement activities and programs to improve the morale of the students 3) to conduct all elections of student officers, to include their own successors and officers of classes for ensuing years.

ARTICLE IV

MEMBERSHIP

Section 1. Every registered student of the Tennessee College of Applied Technology - Shelbyville shall be a member of the student body and shall enjoy equal rights of suffrage under this government.

Section 2. The branches of the SGA shall consist of a legislative and an executive branch.

ARTICLE V

EXECUTIVE AND LEGISLATIVE BRANCHES

Section 1. – Executive

- A. The executive powers of the SGA shall be vested in the president and the vice-president, who will be elected in accordance with Articles VI and VII of this Constitution.
- B. In addition, the President or Vice-President may appoint any of the following: a secretary, a treasurer, and a parliamentarian. Members within or outside the legislative branch may fill these positions.

Executive Council or Cabinet

- A. This body may be composed of the vice-president, secretary, treasurer, and parliamentarian
- B. Their purpose is to assist in the coordination of the overall activities of the SGA.
- C. These officials, excluding the vice-president, shall serve a term of one calendar year or until the end of the student's enrollment at TCAT-S.

Section 2. – Legislative

- A. The legislative power of the SGA shall be vested with the SGA representatives from each program
- B. Reappointment for each program shall occur annually or once the student representative graduates or leaves the represented program.
- C. These representatives and officers shall be elected as set out in Articles VI and VII of this constitution.
- D. These officials shall serve a term of one calendar year or until the end of the student's enrollment at TCAT-S.

- E. The rules outlined in Robert's Rules of Order shall govern the society in all cases to which they are applicable, that is, to which they are not inconsistent with the rules of order of this society.
- F. All SGA meetings shall be open to students, faculty, and administration, with minutes being posted in prominent places. Bills and resolutions must be presented to the secretary of at least 24 hours prior to the time they are brought before SGA representatives. Such legislation must be presented by an elected SGA representative or by petition of one per cent of the student body. Legislation presented after the 24-hour time limit must be presented as stated in Roberts Rules of Order.
- G. The powers of the representatives shall be as stated in the By-Laws.

ARTICLE VI

QUALIFICATIONS

Section 1. – Executive Branch

- A. No person shall be eligible to be a candidate for or to serve as SGA President or Vice-President unless possessing the following qualifications:
 - 1. Achieve good academic progress as computed and recorded in the Student Services office.
 - 2. Be registered for 432 hours.
- B. Failure to meet these academic standards shall call for the office to be vacated.
- C. A candidate may have his/her name placed on the official ballot upon nomination or self-nomination. The candidate shall file a statement of qualifications, which shall briefly give information concerning the status of the candidate, and his/her activities.
- D. The SGA president must be enrolled in a major portion of his/her classes at the Shelbyville campus.

Section 2. – Legislative Branch

- A. Representative. No person shall be eligible to be elected to the office of program representative on any campus unless possessing the following qualifications:
 - 1. Achieve good academic progress as computed and recorded in the Student Services office
 - 2. Be registered for a minimum of 432 clock hours.

Section 3. A student cannot be a candidate for more than one such elected office under this constitution at any one election.

Section 4. A “write-in” candidate may qualify for election, provided the provisions of the above sections related to qualifications are satisfied.

ARTICLE VII

DUTIES

Section 1.

- A. The Tennessee College of Applied Technology - Shelbyville SGA President’s duties shall be:
1. Serving as a liaison between all campuses.
 2. Presiding over all SGA general meetings involving all campuses; voting in case of a tie in any such meeting.
 3. Making official all ordinances of the entire student body.
 4. Acquiring reports from the Secretary of SGA.
 5. Serving as an ex-officio member of all SGA committees.
 6. Presiding over such meetings of the student body and attending such meetings as designated by the administration of Tennessee College of Applied Technology - Shelbyville.
- B. The SGA Vice-President shall:
1. Preside over all SGA meetings in the absence of the SGA President.
 2. Preside over such meetings of the student body as designated by the SGA President or the administration of Tennessee College of Applied Technology – Shelbyville.
 3. Vote in the event of a tie.
 4. Serve as a member of the executive cabinet.
- C. The SGA Secretary (appointed position) shall:
1. Keep a record of minutes of each meeting and each special meeting and secure a copy for the Assistant Director of TCAT-S.
 2. Keep a record of the SGA membership and call the roll at each meeting.
 3. Post all SGA notices authorized by the President and the members.
 4. Serve as Secretary for the SGA.
 5. Compile and maintain a history of the SGA of Tennessee College of Applied Technology - Shelbyville.
 6. Administer all correspondence necessary for proper business functions of the organization.
 7. Perform any other clerical duties the SGA members shall determine.
- D. The SGA Treasurer (appointed position) shall:
1. Maintain accurate financial records.
 2. Make financial deposits of all funds of the SGA.
 3. Submit financial records.
 4. Serve as a voting member of the SGA.

- E. The SGA Representatives shall:
1. Enact, by a majority vote, by-laws of the Constitution.
 2. Propose by two-thirds (2/3) vote of members, amendments to this Constitution which shall be presented to the student body for approval or rejection.
 3. Confirm or reject all appointments made by the President and Vice-President with a two-thirds (2/3) vote.
 4. Hear and consider any petition submitted to it, which shall have the signatures of fifty (50) members of the student body of the current semester.
 5. Consider impeachment and removal policies for elected or appointed officials.
 6. Assist the executive cabinet in fulfilling their duties.
 7. Enact any legislature or resolution, which is appropriate.

ARTICLE VIII

ELECTIONS

Section 1. – Voters

- A. All students who are officially registered at Tennessee College of Applied Technology - Shelbyville shall be eligible to vote.
- B. In order to vote in any election at Tennessee College of Applied Technology - Shelbyville, each student must be prepared to present his/her TCAT-S student identification card, if requested.

Section 2. – Regulations

- A. All elected officials must receive a simple plurality.
- B. Voters at all campuses will elect the position of SGA president. All other elected positions will be appointed by the SGA President.

Section 3. – Vacancies

- A. The SGA President shall fill all vacancies in the position of Vice-President, Secretary, Treasurer and Parliamentarian by appointment which shall be subject to two-thirds (2/3) approval of the SGA Representatives.
- B. The Vice-President may fill all vacancies by appointment.
- C. In case of a vacancy in the office of the President, the SGA Vice-President shall fill it.

ARTICLE IX

MEETINGS

Section 1. The Student Government Association members, including both major and minor officials, shall meet at least once a month. The dates for meetings shall be decided by a majority vote of the members.

ARTICLE X

AMENDMENT AND BY-LAWS

Section 1. Amendments and by-laws shall be submitted by two-thirds (2/3) approval of the SGA or by petition signed by twenty-five percent (25%) of the current student body.

Section 2. All proposed amendments and by-laws shall be approved by two-thirds (2/3) of the voting members of the student body before being inserted as part of this Constitution.

Section 3. All amendments and by-laws shall be proposed in writing one (1) month prior to consideration.

BY-LAWS

ARTICLE I

ATTENDANCE AT SGA MEETINGS

Section 1. All members shall be allowed no more than two unexcused absences per trimester.

Section 2. Proper notification of an absence 24 hours prior to a meeting shall be considered excused.

Section 3. If any member as defined in Section 1 shall have more than three unexcused absences in any one trimester, a reprimand will be forthcoming. The position held by the member shall be declared vacant after one unexcused absence following the reprimand.

ARTICLE II

SGA MEETING

Section 1. Any student of the College may be heard at the meeting of the SGA upon a submission of a request to the presiding officer of the meeting prior to the meeting.

Section 2. Any student of the College may be heard at a meeting of the SGA at the request of the presiding officer, or any voting member of the SGA, seeking information or the opinion of the student.

Section 3. A quorum shall consist of the majority of SGA representatives and this rule shall apply even under those circumstances requiring a two-third (2/3) majority vote by the members.

Section 4. Special or called meetings of the SGA may be held at any time upon call of the President or Vice-President. He/She shall be required to call a meeting whenever three voting members of the SGA shall request it. Notice of all special or called meetings must be given to all members at least twenty-four (24) hours before meeting.

Section 5. A general assembly of all SGA officials shall be held once each semester at a site to be designated by the SGA president in consultation with the vice-president.