

**TOWSON UNIVERSITY**



**STUDENT GOVERNMENT ASSOCIATION  
CONSTITUTION**

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**Towson University**  
**Student Government Association Constitution**

**PREAMBLE**

We, the students of Towson University, desiring to preserve within the University an atmosphere of

free discussion, inquiry, and self-expression, to insure the personal freedom and general welfare of the student body, to promote principles of all aspects of diversity, and to continue in our tradition of responsible self-governance, do hereby establish this constitution of the Student Government Association (SGA) of Towson University.

## **FRANCHISE AND CITIZENSHIP**

### **SECTION ONE- Membership**

All students who are fee paying undergraduate students enrolled in Towson University's main campus shall have the right to vote in the Student Government Association Elections and to participate in the Student Government Association, hereinafter referred to as the SGA. This right may not be curtailed or removed. Membership shall be detailed in Article IX.

### **SECTION TWO- Official Name & Governance**

The official name of this government body shall be the Student Government Association of Towson University. Hereafter referred to as the "Towson University Student Government Association" or "Towson SGA." The SGA shall be composed of three branches: legislative, executive, and judicial.

### **SECTION THREE- Oath, Code of Ethics, and Code of Conduct**

All members in the Student Government Association must take the following oath on the day that they are inaugurated or on the day that they assume office:

"I do solemnly affirm that I will faithfully serve the Students of Towson University, execute all of the duties and responsibilities of this position and strive to achieve the high level of expectation that accompanies a position within the Student Government Association of Towson University. I will preserve, protect, and defend the Constitution and all other governing documents of the Student Government Association of Towson University to the best of my ability."

All members in the Student Government Association must sign a Code of Ethics & Code of Conduct upon their assumption of office.

*The Attorney General must collect and maintain a signed copy of the Code of Ethics and Code of Conduct within five (5) business days of inauguration or confirmation*

## **ARTICLE I**

### **LEGISLATIVE BRANCH**

#### **The Student Senate**

## **SECTION ONE- Student Senate**

The supreme legislative power for the student body shall be vested in the Student Senate of Towson University. The purpose of the Student Senate is to represent the student body, write proper and necessary legislation, and monitor university policies and/or programming that concerns the undergraduate student body at Towson University.

## **SECTION TWO- Student Senate Leadership Officers**

The presiding officer of the Student Senate shall be the President Pro-Tempore of the Student Government Association. The President Pro-Tempore shall serve as a non-voting ex-officio member of the Senate. The President Pro-Tempore shall have the assistance of the Chair of Senate Government Operations Committee, and the Chair of Senate Appropriations Committee. These three officers shall hereinafter be referred to as Senate Leadership. Senate Leadership shall establish rules of order in which they will delineate their duties and responsibilities in addition to those outlined in the Constitution.

The Government Operations Chair shall preside over the Senate when and if the President Pro-Tempore is unable to do so, and shall assume the duties of the President Pro-Tempore if it becomes vacant and until a new President Pro Tempore is elected through an internal student senate election. The Vice President will chair until the President Pro-Tempore is initially elected at the annual summer retreat. Then, if the President Pro-Tempore is vacant after that election, the Government Operations Chair will take on those duties and responsibilities. The President Pro-Tempore shall preside over the Rules Committee. The Chair of Government Operations shall preside over the standing Government Operations Committee, and the Chair of Appropriations shall preside over the standing Appropriations Committee.

## **SECTION THREE- President-Pro Tempore Duties & Responsibilities**

The SGA President Pro-Tempore Shall:

- A. Be responsible for overseeing the legislative branch.
- B. Serve as the presiding officer and chairperson over any General Assembly meetings;
- C. Serve as a non-voting-member of the Student Senate and shall only vote in the event of a tie among the Senate during General Assembly meetings;
- D. Monitor the activities and initiatives of the Student Senate to make sure that it is fulfilling its responsibilities;
- E. Serve as the Chair of the Rules Committee;
- F. Serve as a member of the Senate Selection Committee;
- G. Serve as a member of the Grant Review Committee;
- H. Call Special Session meetings of the Senate with an advanced notice of two (2) business days, unless otherwise approved by Senate Leadership by a simple majority vote;
- I. Call special meetings with the three members of Senate Leadership as deemed necessary with an advanced notice of two (2) business days;
- J. Disperse certain responsibilities upon the three members of Senate Leadership as needed not

- to exceed the five additional office hours that come with a Senate Leadership position
- K. Publicly announce any Presidential vetoes at the subsequent General Assembly meeting after a veto has been made;

#### **SECTION FOUR– Student Senate Composition**

The Student Senate shall be composed of twenty-five (25) total senators. The student body of Towson University main campus will elect eighteen Senators at large, yearly. Four (4) Senators will be appointed from the undergraduate freshman class, and the remaining three (3) Senators shall be appointed transfer students. The seven (7) appointed Senators are to be interviewed and appointed by the Senate Selection Committee and appointed by the SGA Vice President.

The seven appointed Senators are to be confirmed by two-thirds [2/3] majority of the Student Senate. If a two-thirds majority approves the appointed senator(s), they must immediately swear oath, sign the Code of Ethics, Code of Conduct, and assume office.

#### **SECTION FIVE– Student Senate Committees**

The twenty-five (25) members of the student body Senate will be divided into two standing committees: the Appropriations Committee and the Government Operations Committee.

Thirteen (13) Senators will be appointed to the Appropriations Committee and twelve (12) Senators will be appointed to the Government Operations Committee.

There shall be a Rules Committee comprised of three (3) Senators, the President Pro Tempore, the Chair of the Government Operations Committee, and the Chair of the Appropriations Committee. The President Pro Tempore shall serve as the Chair of Rules Committee and reserves the right to appoint the three (3) Senators that are to serve on the committee.

~~There shall be a Food Insecurity Committee comprised of seven (7) Senators, and be chaired by the Food Insecurity Chair, who will be appointed by the President Pro Tempore with recommendations from the SGA Vice President. The committee will be comprised of senators whose initiatives tie directly with food insecurity. This committee will coordinate with the Food Recovery Network at Towson University to arrange and be responsible for food collection at various dining halls on Towson University's campus.~~

**Commented [1]:** Will serve as an Ad Hoc committee

There shall be a Senate Selection Committee chaired by the Vice President. This committee shall be comprised of Senate Leadership and the 2 vice-chairs.. The President Pro-Tempore can appoint anyone to this committee as they see fit. The purpose of this committee is to interview Senate applicants as vacancies arise.

There shall be a SGA Grant Committee chaired by the Attorney General. This committee shall be comprised of the SGA Treasurer, the Director of Student Organizations along with Senate Leadership. The purpose of this committee is to allocate funding to students and student organizations, outside of the budgeting process and the supplemental funding request. This committee shall abide by its own specific rules and procedures outlined in the Constitutional Bylaws.

Members of the Student Senate may form special Ad Hoc Committees or Task Forces in the event that a matter of concern is not within the jurisdiction of the Standing Committees. Each Ad Hoc

Committee shall complete a bi-weekly report, submit it to the Vice President, and deliver an oral report at pre-meetings. However, these committees and/or task forces are permitted to establish their own rules and procedures, as they deem necessary.

*Each Standing Committee must maintain its specific purpose and responsibilities in the Constitutional Bylaws. All committees and/or task forces must maintain meeting minutes and send them to all members and the Vice President within two (2) business days of meeting and give a report at the subsequent General Assembly, ~~excluding the Ethics and Standards Committee.~~*

## **SECTION SIX – Student Senate Powers & Responsibilities**

The Student Senate shall:

- A. Be responsible for the creation and uniform standards of maintenance for the legislative branch;
- B. Attend all General Assembly meetings and Pre-Meetings unless a concrete reason that inhibits the Senator from attending such meetings.
- C. Elect by a majority vote a Student Senate President Pro Tempore, the Chair of Government Operations, and the Chair of Appropriations from the Student Senate during Summer retreat and as vacancies arise;
- D. Adhere to Robert's Rules of Order during General Assembly;
- E. Adhere to yearly Senatorial Expectations as established by the Vice President and President Pro-Tempore on or before September 30<sup>th</sup> on a regular academic year, which may be updated throughout the semester with a two (2) weeks notice and a two-thirds [2/3] majority vote of the Student Senate;
- F. Provide the Vice President and the President Pro-Tempore an initiative proposal by September 30<sup>th</sup> on a regular academic year. Senators shall have semesterly check-ins with the Vice President and the Pro-Tempore to gauge initiative progress.
- G. Maintain professional and necessary communication with any and all student organizations;
- H. Establish and enact by a two-thirds [2/3] majority its own rules of conduct and expectations, which shall be included in the Constitutional Bylaws;
- I. Write and enact by simple majority all resolutions, finance bills, senate bills, and budget bills necessary and proper to promote the general welfare of the student body;
- J. Enact by a two thirds [2/3] majority vote all Senate Bills;
- K. Approve by a simple majority vote or deny the agenda for the annual Tiger Pride Day lobbying event;
- L. Confirm and enact by a simple majority vote or deny the yearly operating budget of the SGA during Summer Retreat;
- M. Approve or deny by a simple majority vote the suspension of a student group;
- N. Confirm by a simple majority vote or deny final semester budgets of student groups;
- O. Confirm by a simple majority vote or deny additional financial assistance for student groups;
- P. Allocate Student fees to:
  - i. affiliates of SGA;
  - ii. co-curricular activities registered with the university as it shall deem compatible with the general welfare of the student body, provided that all funds appropriated for use but not expended during a given year shall remain in the SGA funds;
- Q. Override a presidential veto by a two-thirds [2/3] majority vote at the subsequent General

- Assembly or special Senate Session;
- R. Confirm by a two-thirds [2/3] majority vote or deny all presidential and vice presidential appointments including but not limited to: all Directors within the Executive Cabinet and Council, all Representatives in the Executive Council, the Solicitor General, the Chief of Staff, members of the Executive Board, and Senators;
  - S. Establish Rules of Order when necessary by a two-thirds [2/3] majority vote by the last Tuesday of September;
  - T. Try all impeachments and, if necessary, remove from office an SGA member by a two-thirds [2/3] majority vote.

#### **SECTION SEVEN– Term Conditions of the Legislative Branch**

Each senator shall serve a one-year term, based on the regular academic calendar, beginning at ~~high noon~~ the Monday immediately after inauguration. During their term in office, each Senator shall have one vote.

All members of the Legislative Branch must be enrolled as full time degree seeking, fee-paying undergraduate students at Towson University main campus, and have a minimum of a 2.5 cumulative GPA at the time of their election or appointment. All members must remain enrolled as full time degree seeking, fee-paying undergraduate students in the university and maintain good academic standing for the duration of their term in office.

The term of the Student Senate shall end ~~at noon~~ on the first Monday in May after inauguration. Inauguration of the successors to the Student Senate must take place within two (2) weeks after the election. The terms of their successors shall begin ~~at noon~~ on the first Monday in May after inauguration.

*There is no limit to the number of terms that can be served in the position of Senator. No member of the Student Senate may simultaneously be a member of the Executive Branch or Judicial Branch.*

#### **SECTION EIGHT– Legislative Branch Vacancies**

A vacancy in the Student Senate resulting from the resignation or removal of an elected or appointed Senator after May 31st shall be filled through an application process. Any full-time degree seeking, fee-paying undergraduate student at Towson University main campus may apply for the position. The Senate Selection Committee shall interview all candidates. After interviewing candidates, the Vice President shall appoint the nominee(s) in order for the Student Senate to vote on the confirmation of the appointment.

A two-thirds [2/3] majority vote of the Student Senate must confirm the appointment. Should the Senate approve the nominee(s) to the Senate, they must immediately swear oath, sign the Code of Ethics, Code of Conduct, and assume office.

#### **SECTION NINE – Resignation from the Legislative Branch**

Those who wish to resign from the Legislative Branch must give a formal written Notice of Resignation to the Vice President and the President Pro Tempore with an effective date.

In addition, they must also announce their resignation to the Student Senate at the subsequent General Assembly meeting or a special Senate session upon their submission of the Notice of Resignation.

*Should they choose not to announce their resignation or be unable to attend the subsequent General Assembly meeting, the Vice President will announce the resignation of the Senator to the Student Senate at the subsequent General Assembly meeting or special Senate session*

## **ARTICLE II EXECUTIVE BRANCH**

### **SECTION ONE- Executive Branch Composition**

The Executive Branch shall consist of four (4) divisions: an Executive Board, an Executive Cabinet, an Executive Council, and an Office of the Solicitor General.

### **SECTION TWO- Executive Branch Officers**

The Executive Board shall consist of the President, the Vice President, the Attorney General, and the Treasurer of the Student Government Association. The student body of Towson University main campus shall elect these board members yearly during the Student Government Association elections held in the spring. The President shall appoint a Chief of Staff to the Executive Board.

The Executive Cabinet shall consist of the Director of Academic Affairs, ~~the Director of Athletic Affairs~~, the Director of Civic Engagement, the Director of Community Outreach, the Director of Diversity and Inclusion, the Director of Health and Wellness, the Director of Higher Education and the Director of Legislative Affairs.

The Executive Council shall consist of the Director of Special Projects, the Director of New Student Development, the Director of Student Organizations, the Director of Campus Activities Board, and the Director of Marketing and Communication. The Council shall also consist of the University Residence Government Representative, the Freshman Council Representative, ~~the Athletic Affairs Representative~~, the Greek Life Representative, the Transfer Student Representative, the International Student Representative, and the Maryland Higher Education Commission Representative.

The Office of the Solicitor General shall consist of the Solicitor General, Deputy Solicitor General, departmental members, and sub-departments. The Solicitor General reserves the right to appoint a Deputy Solicitor General.

All directors in the Executive Cabinet and Executive Council shall act as Chairs of their Department. Directors reserve the right to appoint an Assistant Director unless otherwise specified. The Assistant Directors will assist the Directors as needed through daily tasks and shall serve in their

place should the Directors be unavailable for meetings, events, and/or other obligations. In addition, Assistant Directors are to help the Directors maintain their respective departments. Each department in the Executive Cabinet must maintain a membership of at least five (5) general members. General members constitute as non-elected, non-appointed undergraduate students.

All Executive Branch members must attend all General Assemblies and Pre-Meetings.

### **SECTION THREE- Executive Branch Authority**

The Executive Branch authority shall be vested in the SGA President.

### **SECTION FOUR- President Powers & Responsibilities**

The SGA President shall:

- A. Be elected at large by the student body of Towson University;
- B. Serve as SGA Chief Executive Officer;
- C. Oversee the yearly operating budget for the duration of their term;
- D. Appoint and/or nominate all members of the Executive Cabinet and Council members and Judicial Board upon vacancies;
- E. Chair Executive Board meetings;
- F. Serve as the SGA Spokesperson;
- G. Serve on the University Senate;
- H. Submit a Statement of Intent to the President of Towson University. This report shall highlight the goals and intentions of the Administration for the upcoming year in office. This report shall be submitted by September 30th of the regular academic year of the President assuming office;
- I. Release a Statement of Intent to the student body of Towson University by September 30th;
- J. Attend all General Assembly meetings and Pre-Meetings unless a concrete reason that inhibits the President from attending such meetings. The concrete reason must be disclosed to the Attorney General at least twenty-four hours before a meeting;
- K. Represent the SGA in any and all affairs that pertain to the faculty/staff of Towson University, the Administration of Towson University, other universities, and the community;
- L. Assume the duties and responsibilities of the University System of Maryland Student Council Representative. If they cannot assume such duties, they must delegate it to another SGA member with a two-thirds [2/3] majority approval from the Student Senate;
- M. Enforce and enact all legislation that is approved by the Student Senate;
- N. Have the power to veto any legislation that is approved by a simple-majority vote of the Student Senate within five (5) business days after receiving the bill or resolution from the SGA Administrative Assistant;
- O. Notify the Vice President and the Senate of any veto within two (2) business days from exercising veto power;
- P. Address the Student Senate as necessary. Should the President desire to charge the Student

Senate with a particular mandate or task, they must notify the Vice President and President Pro Tempore who shall then communicate that to the Senate within twenty-four business hours;

- Q. Appoint and/or remove members of the SGA to University Committees;
- R. Dismiss any appointed member of the Executive Branch;
- S. Create and dissolve any positions or departments within the Executive Branch as deemed necessary to carry out the duties as President;
- T. Administer the “State of the Student Government Association” to the student body in the spring semester;
- U. Create and fill any Ad Hoc positions in the event that a matter of concern is not within the jurisdiction of the Executive Cabinet and/or Council. These positions are only valid throughout the term of President in office.
- V. Publicly announce any Presidential vetoes at the subsequent General Assembly meeting after a veto has been made.

#### **SECTION FIVE- Vice President Powers & Responsibilities**

The SGA Vice President shall:

- A. Be elected at large by the student body of Towson University;
- B. Serve as the Executive Board liaison for the Student Senate;
- C. Serve as a non voting ex-officio member of the Student Senate
- D. Assist the President with any of their duties;
- E. Exercise the powers of the President should they be unavailable or unable to do so;
- F. Call special meetings with the three members of Senate Leadership as deemed necessary with an advanced notice of two (2) business days;
- G. Serve on the University Senate;
- H. Assist the President Pro-Tempore in progress with Senator’s initiative progress;
- I. Appoint vacant senators;
- J. Oversee all Ad Hoc Committees.
- K. Serve as an advisor to the Rules Committee.

#### **SECTION SIX- Treasurer Powers & Responsibilities**

The SGA Treasurer shall:

- A. Be elected at large by the student body of Towson University;
- B. Compile and record all internal expenses of the SGA
- C. Prepare and submit to the Student Senate the annual SGA Operating Budget;
- D. Serve as an ex-officio member of the SGA Grant Committee and shall only vote in the case of a committee member absence;

- E. Serve as the advisor to the Appropriations Committee;
- F. Prepare a Treasurer's Report which shall be released to the student body on the first Tuesday of every month during the regular academic year;
- G. Have the power to examine the financial records of any and/or all student organizations that are budgeted through the SGA;
- H. Approve or deny student organization budget change requests that are less than or equal to \$500.00. They reserve the right to approve or deny two (2) requests per student organization per semester;
- I. Communicate to student organizations when and if their accounts are frozen due to being overextended, and if their funds have been revoked ;
- J. Examine and maintain all finances of the SGA;
- K. Provide leadership for the SGA review of fees.

**SECTION SEVEN- Attorney General Powers & Responsibilities**

The SGA Attorney General shall:

- A. Be elected at large by the student body of Towson University;
- B. Serve as Chair of the SGA Grant Committee;
- C. Develop an internal accountability system to hold SGA members accountable
- D. Maintain order at all General Assembly meetings and Pre-Meetings;
- E. Provide proper and clear interpretation of any and all Student Government Association governing documents;
- F. Investigate all alleged violations of any and all SGA governing documents;
- G. Enforce and oversee office hours of all members within the SGA;
- H. Enforce the roles and responsibilities of all SGA members as outlined in the Constitutional Bylaws;
- I. Maintain attendance records of all members at Pre-Meeting and General Assembly meetings;
- J. Have the power to suspend student organizations' funding that are in violation of the SGA Financial Policy for Student Organization, which shall be approved or denied by a simple majority vote of the Student Senate;
- K. Enforce Rules of Order for the organization as a whole;
- L. Reprimand any student organization for violation of the SGA Financial Policy for Student Organizations or other governing documents concerning the matters of student organizations upon communication from the Treasurer;
- M. Serve as an advisor to the Government Operations Committee;
- N. ~~Serve as an advisor to the Rules Committee;~~

**Commented [2]:** Moving to vice president duties

**SECTION EIGHT- Chief of Staff Powers & Responsibilities**

The SGA Chief of Staff shall:

- A. Be appointed by the President on or before May 31st;
- B. Be confirmed by a two-thirds [2/3] majority of the Student Senate;
- C. Serve as the SGA Chief Operations Officer;
- D. Serve as chairperson of the Executive Cabinet and Executive Council;
- E. Assist the President in their daily operations;
- F. Assist the President with assigning SGA members to respective University Committees on or before September 30<sup>th</sup> of a regular academic year or as needed;
- G. Plan and coordinate all SGA retreats;
- H. Oversee the Executive Cabinet and the Executive Council, and the Office of the Solicitor General;
- I. Hold members of the Executive Branch accountable for their duties and responsibilities with the assistance of the Attorney General
- J. Facilitate the transitioning process from their Administration's Executive Branch to the new Executive Branch.

#### **SECTION NINE- The Executive Cabinet**

The Executive Cabinet's purpose is to advise the SGA President and Student Senate on any matters of student policy or on any student programs and services and to assist in the coordination of the Executive Branch. The presiding officer of the Executive Cabinet shall be SGA President, however the SGA Chief of Staff shall be the Chair of all Executive Cabinet proceedings.

Each Cabinet member shall reserve the right to maintain a Department that shall serve as assistance in carrying out the mission of that particular Department. These Departments and their general members can only be active for the duration of the Director's position in the Cabinet.

#### **SECTION TEN- Cabinet Powers & Responsibilities**

**A. The SGA Director of Academic Affairs shall:**

1. Be appointed by the SGA President;
2. Be approved by two-thirds [2/3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Meet with the Executive Vice President of Academics and The Provost monthly;
5. Relay all academic affairs and/or issues concerning students of Towson University to the SGA;
6. Facilitate all academic affairs functions as deemed necessary by the SGA President.

**~~B. The SGA Director of Athletic Affairs shall:~~**

- ~~3. Be appointed by the SGA President;~~
- ~~4. Be approved by two-thirds [2/3] majority of the Student Senate;~~
- ~~5. Reserve the right to appoint an Assistant Director;~~
- ~~6. Manage and advise Doc's Army;~~
- ~~7. Maintain a semester master calendar of all athletic events;~~
- ~~8. Partner with the Towson University Athletics as deemed necessary by the SGA President or Athletics to enhance athletic affairs and overall school spirit;~~
- ~~9. Represent Sports Club and Campus Recreation at all meetings and events as deemed necessary by the SGA President.~~

**K.B. The SGA Director of Civic Engagement shall:**

1. Be appointed by the SGA President;
2. Be approved by two-thirds [2/3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Act as the Chair to the Civic Engagement Department;
5. Serve as the SGA Representative on a university level for all matters concerning civic engagement, sustainability and the President's climate commitment;
6. Advocate for the research and service learning opportunities as well as create awareness of social issue at Towson University;

**L.C. The SGA Director of Community Outreach shall:**

1. Be appointed by the SGA President;
2. Be approved by two-thirds [2/3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Act as Chair to the Community Outreach Department;
5. Coordinate all community outreach and community service projects. These projects can be on or off Towson University's campus;
6. Coordinate any other community outreach and service oriented projects as deemed necessary by the SGA President;
7. Direct and maintain all community outreach and service requirements as well as philanthropic donations of all SGA affiliated student organizations;
8. Direct and maintain three (3) community outreach events for members of SGA;
9. Approve or deny community service hours of student organizations;
10. Approve or deny community service hours of members of SGA;
11. Research community outreach and service opportunities that can be offered throughout each semester for students, SGA members, and/or student organizations;
12. Maintain a semester master calendar of all community outreach and service events;

**M.D. The SGA Director of Higher Education shall:**

**Commented [3]:** Will be replaced with an Athletic Affairs Representative in section twelve.

1. Be appointed by the SGA President;
2. Confirmed by two-thirds [2/ 3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Maintain a relationship, ongoing communication, and records of all Baltimore County Public School partnerships;
5. Schedule, coordinate, and plan higher education visits;
6. Recruit volunteers to attend visits;
7. Maintain a semester’s master calendar of visits;
8. Maintain a partnership with University Admissions.
9. Develop and maintain a curriculum for higher education visits.

**N.E. The SGA Director of Diversity and Inclusion shall:**

1. Be nominated by the Council of Diverse Student Organizations (CDSO) and/or representative from staff of the Center for Student Diversity (CSD);

a. Within two weeks from receiving the Director of Diversity and Inclusion applications from the SGA, CDSO and/or representative from the CSD shall hold a forum or facilitate a conversation, as they see fit, to receive feedback from underrepresented and misrepresented students on campus, to voice their concerns on the diverse community as it relates to the Director of Diversity & Inclusion.

b. Within 3 business days of the forum or conversation, the CDSO and/or CSD shall nominate candidates through an interview process that shall include the CDSO Executive Board and/or representative from staff of the CSD and the SGA President or designated SGA member(s). The CDSO and/or CSD will convene with the SGA President or designated SGA member(s) to deliberate on the nomination selections. Once the candidates have been nominated, the SGA President reserves the right to appoint the candidate that they deem is qualified.

1. Be nominated by the Council of Diverse Student Organizations (CDSO);

b. CDSO shall hold a forum or facilitate a conversation, as they see fit, to receive feedback from underrepresented and misrepresented students on campus, to voice their concerns on the diverse community as it relates to the Director of Diversity & Inclusion.

c. CDSO shall nominate a minimum of two (2) or more candidates through an interview process that shall include the CDSO Executive Board and the SGA President or designated SGA member(s). The CDSO will convene with the SGA President or designated SGA member(s) to deliberate on the nomination selections. The SGA President or designated SGA member(s) can only serve as advisors during the nomination selection process. Once the candidates have been nominated, the SGA President reserves the right to appoint the candidate that they deem is qualified.

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1. Be appointed by the SGA President;
2. Be approved by two-thirds [2/3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Maintain a semester master calendar of all diversity related events on campus;

5. Advocate for the diverse student population on a university wide level;
6. Serve as a liaison between multicultural groups, the Student Government Association, and the Administration.
7. Attend bi-weekly meetings with the Vice President for Inclusion and Institutional Equity.
8. Coordinate diversity outreach events on and/or off campus;
9. Attend meetings of diverse student organizations on campus and/or delegate such tasks to the Assistant Director of Diversity & Inclusion;

**G-F. The SGA Director of Health and Wellness shall:**

1. Be appointed by the SGA President;
2. Be approved by two-thirds [2/3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Advocate for the importance and improvement of all eight dimensions of health and wellness among the student body of Towson University;
5. Provide students with information, programs, and activities in order to promote and enhance their overall well-being;
6. Maintain and restock all products in the Sexual Health vending machines throughout the year with assistance from the Center of Student Diversity and/or the SGA Advisor
7. Reserve the right to coordinate Health and Wellness events on and/or off campus as deemed necessary.

**H. The SGA Director of Legislative Affairs shall:**

1. Be appointed by the SGA President;
2. Be approved by two-thirds [2/3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Research legislation that concerns the students of Towson University, higher education, the Maryland State Legislator, and the United States Congress.
5. Report all activities of the Maryland Higher Education Commission Student Advisory Council(MHEC) meetings to the Student Senate.
6. Lobby on legislation that concerns the student of Towson University, the Towson community, and/or higher education;
7. Coordinate legislative affairs events on and/or off campus as deemed necessary;
8. Establish a presence for Towson University students in all appropriate government institutions.

**SECTION ELEVEN- The Executive Council**

The Executive Council's purpose is to be the operations division of the Executive Branch. The presiding officer of the Executive Council shall be President of the Student Government

Association, with assistance from the SGA Chief of Staff.

Each Director in the Council reserves the right to maintain a Department that shall serve as assistance in carrying out the mission of that particular Department. These committees and their staff/members shall only be active for the duration of the Director's position in the Council. Due to the nature of the work, Council Directors may propose salaries and/or compensation for staff, which will be subject to approval by the the SGA President, pending the approval of the SGA Operating Budget by the Student Senate.

All representatives must be approved by a two-thirds [2/ 3] majority vote of the Senate and appointed by the SGA President. The Representatives can only be active for the duration of the administration in which they are nominated to serve.

## **SECTION TWELVE- Council Powers & Responsibilities**

### **A. The SGA Director of Special Projects shall:**

1. Be appointed by the SGA President;
2. Be confirmed by two-thirds [2/3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Maintain all voting records during General Assembly meetings;
5. Coordinate internal and external SGA specific events;
6. Communicate with University officials regarding the reservation, implementation, and outcome of events;
7. Provide project management for special initiatives for all SGA members;
8. Work with Chief of Staff to plan and coordinate all SGA retreats
9. Actively plan and implement bonding activities for administration to promote member retention

### **B. The SGA Director of New Student Development shall:**

1. Manage the recruitment and retention of members of the Freshman Council;
2. Facilitate the Freshman Council executive board elections;
3. Assist the execution and implementation of Freshman Council events and initiatives;
4. Develop the leadership curriculum for the Freshman Council;
5. Serve as a mentor and advisor to the Freshman Council;
6. Assist the Freshman Council President with the development of a bi-annual report to be delivered to the SGA;
7. Serve as the liaison between SGA and the Office of New Student Programs;
8. Assist in the leadership development of freshman and transfer students;
9. Meet bi-weekly with the Office of New Student Programs;
10. Meet bi-weekly with the Transfer Student Organization President.

**C. The SGA Director of Student Organizations shall:**

1. Be appointed by the SGA President;
2. Confirmed by two-thirds [2/3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Plan and coordinate a semesterly Tiger Stripes Student Organizations Summit in which students and/or student groups come to learn about the SGA Tiger Stripes Packages and the benefits of being a SGA registered organization;
5. Maintain a master calendar of Tiger Stripes related events and/or deadlines;
6. Address students and/or student organizations' concerns;
7. Write and send out biweekly SGA email related to student organizations activities;
8. Enforce student organization policy as deemed necessary;

**D. The SGA Director of Marketing shall:**

1. Be appointed by the SGA President;
2. Confirmed by two-thirds [2/3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director.
4. Oversee, hire/recruit, and supervise a marketing team;
5. Coordinate campus and promotions;
6. Manage the SGA advertising space in the centerspread of The TowerLight;
7. Be responsible for SGA branding/marketing strategy;
8. Coordinate all SGA Outreach including tabling events, street team and representation at involvement fairs and other campus wide events;

**E. The SGA Director of Communication shall:**

1. Be appointed by the SGA President;
2. Confirmed by two-thirds [2/ 3] majority of the Student Senate;
3. Reserve the right to appoint an Assistant Director;
4. Manage all internal and external SGA communications.
5. Take thorough minutes during all General Assemblies and Special Sessions, if applicable.
6. Assist the President and Chief of Staff with all press releases including, but not limited to, the Executive Agenda and State of the SGA.
7. Send out weekly emails to all members of the SGA.
8. Coordinate the production and release of wrap-up videos.
9. Maintain and manage the SGA website and social media accounts.
10. Shall publish the voting records of the Student Senate and General Assembly minutes to the SGA Website.

**F. The SGA Director of the Campus Activities Board shall:**

1. Be appointed by the SGA President;
  - a. The Director of Student Activities will create a search committee which must include an SGA Executive Board representative. Additional committee members may be drawn from the current CAB. The search committee will interview candidates and select the Director annually as outlined in the CAB Constitution. The Director-Appoint must then be confirmed by two-thirds [2/3] majority of the Student Senate;
2. Oversee the Campus Activities Board (CAB);
3. Report on the affairs of CAB to the SGA president
4. Maintain information on university programming;
5. Perform their duties as stated in the CAB Constitution.
6. Submit a monthly expense report to the SGA Treasurer.

**G. The SGA Athletic Affairs Representative shall:**

1. Shall be appointed by the SGA President;
2. Be confirmed by a two-thirds [2/3] majority of the Student Senate;
3. Serve as a liaison between the Athletic Department and SGA.
4. Represent all affairs in the Athletic Department at SGA General Assembly meetings, pre meetings, and necessary events as deemed by the SGA President;

**G.H. The SGA Greek Life Representative shall:**

1. Be nominated by the Director of Sorority and Fraternity Life at Towson University;
2. Be confirmed by a two-thirds [2/3] majority of the Student Senate;
3. Serve as a liaison between all Greek Councils and SGA.
4. Represent all Greek Councils in the Greek Community at SGA General Assembly meetings, pre meetings, and necessary events as deemed by the SGA President;

**H.I. The SGA University Residence Government Representative shall:**

1. Be appointed by the SGA President;
2. Be nominated by the University Residence Government (URG).
3. Be confirmed by a two-thirds [2/3] majority of the Student Senate;
4. Sign the Official Agreement between the SGA President and URG President;
5. Represent the resident student population at SGA General Assembly meetings, pre meetings, and necessary events as deemed by the SGA President;
6. Serve as the liaison between URG and SGA for all matters concerning the resident student population;
7. Relay SGA related information to the URG during General Assembly.

**H.J. The SGA Freshman Council Student Representative shall:**

1. Be appointed by the SGA President;
2. Be nominated by the Freshman Council
3. Be confirmed by a two-thirds [2/3] majority of the Student Senate
4. Represent the freshman student population at SGA General Assembly meetings, pre meetings, and necessary events as deemed by the SGA President;
5. Serve as a liaison between the SGA and the Freshman Council.

**J.K. The SGA Transfer Student Representative shall:**

1. Be appointed by the SGA President;
2. Be the President or the designated member of the Transfer Student Organization;
3. Be confirmed by a two-thirds [2/3] majority of the Student Senate;
4. Represent the transfer student population at SGA General Assembly meetings, pre meetings, and necessary events as deemed by the SGA President;
5. Serve as a liaison between the SGA and Transfer Student Organization.

**K.L. The SGA International Student Representative shall:**

1. Be appointed by the SGA President;
2. Be nominated by the International Student Association and the International Students Scholarship Office;
3. Be confirmed by a two-thirds [2/3] majority of the Student Senate;
4. Represent the International student population at SGA General Assembly meetings, pre meetings, and necessary events as deemed by the SGA President;
5. Serve as a liaison between the SGA and the International Student Association.

**L.M. The SGA Maryland Higher Education Commission Student Advisory Council Representative shall:**

1. Be appointed by the SGA President;
2. Be the SGA Director of Legislative Affairs;
3. Be confirmed by a two-thirds [2/3] majority of the Student Senate;
4. Report all activities of the Council meetings to the Student Senate.
5. Serve as a member of the SGA in order to be considered for the representative position.

**M.N. The SGA Towson University Northeastern (TUNE) Campus Representative shall:**

1. Be appointed by the SGA President;
2. Be the Chair or designated member of the Student Council of Towson University Northeastern Campus;
3. Be confirmed by a two-thirds [2/3] majority of the Student Senate of Towson University

- main campus;
4. Attend one (1) SGA General Assembly meeting per month in person or via electronic communication;
  5. Maintain communication with the SGA President.

### **SECTION THIRTEEN- Office of the Solicitor General**

The Office of the Solicitor General shall serve as a liaison to the student body, as well as the administration, whilst advocating for continued equity and representation for the undergraduate student population. By providing information on university policies and processes, the office aims to empower the campus community through commitment, service, and leadership.

The SGA Solicitor General shall:

- A. Be appointed by the President on or before September 30<sup>th</sup> of a regular academic year;
- B. Be confirmed by two-thirds [2/3] majority of the Student Senate;
- C. Appoint a Deputy Solicitor General and student advocates;
- D. Consult with students and student organizations when they have allegedly violated student organization policies;
- E. Advise students that have a matter of concern with University Policy or procedures;
- F. Assist the Student Senate with creating resolutions that comply with University Policy;
- G. Review concerns and/or questions about matters that are not explicitly stated in the constitution and respond to students, student organizations, or SGA members that may have raised the concern and/or question;
- H. Maintain extensive knowledge on University policies;
- I. Assist the Attorney General in rewriting policies that affect the students and/or student organizations;
- J. Lead initiatives that reform University policies to be more empowering to the student body;
- K. Attend meetings with faculty, staff, and/or administrators as deemed necessary by the President of the SGA and report such meetings to the Student Senate.
- L. Maintain the Student Advocacy Center and oversee the tasks of the four (4) Student Advocates;
- M. Advocate for all students regardless of any existing relationship between the Solicitor General and any individual or group.

### **SECTION FOURTEEN- Term Conditions of the Executive Branch**

Each member of the Executive Branch shall serve a one-year term, beginning at ~~high noon~~ the Monday immediately after inauguration.

All members of the Executive Branch must be enrolled as full time degree seeking, fee-paying undergraduate students at Towson University main campus, and a minimum of a 2.5 Cumulative GPA at the time of their election or appointment. All members must remain enrolled as full time degree

seeking, fee-paying undergraduate students in the university and maintain good academic standing for the duration of their term in office.

The term of the Executive Branch shall end ~~at noon~~ on the first Monday in May after inauguration. Inauguration of the successors to the Executive Board must take place within two (2) weeks after the election. The terms of the successors shall begin immediately following their inauguration.

*There is no limit to the number of terms that can be served in any position of the Executive Branch. No member of the Executive Board, Executive Cabinet, Executive Cabinet and/or Office of the Solicitor General may simultaneously be a member of the Legislative Branch or the Judicial Branch.*

#### **SECTION FIFTEEN- Executive Branch Vacancies**

A vacancy in the Executive Branch position, resulting from the resignation or removal of an appointed and/or elected official after May 31st shall be filled through an application process. Any full time degree seeking, fee-paying undergraduate student at Towson University main campus may apply for the position. The Chief of Staff and other designated Executive Branch members shall interview all candidates. After interviewing candidates, the President shall appoint the nominee(s) in order for the Student Senate to vote on the confirmation of the appointment.

A two-thirds [2/3] majority vote of the Student Senate must confirm the appointment. Should the Senate approve the nominee(s) to the Executive Branch, they must immediately swear oath, sign the Code of Ethics, Code of Conduct, and assume office.

#### **SECTION SIXTEEN- Resignation from the Executive Branch**

Those who wish to resign from the Executive Branch must submit a formal written Notice of Resignation to the Chief of Staff with an effective date. In the event a member of the Executive Board resigns they must submit a formal written Notice of Resignation to the SGA President with an effective date. In the event the SGA President resigns, they must submit a formal written Notice of Resignation to the SGA Vice President and advisor with and effective date.

In addition, they must also announce their resignation to the Student Senate at the subsequent General Assembly meeting or special Senate session upon their submission of the Notice of Resignation.

Should they choose not to announce their resignation or be unable to attend the subsequent General Assembly meeting, the Chief of Staff or SGA President will announce the resignation of the Executive Branch member to the Student Senate at the subsequent General Assembly meeting or special Senate session.

### **ARTICLE III**

### **JUDICIAL BRANCH**

### **SECTION ONE- Judicial Branch Authority**

The authority of the Judicial Branch of the Student Government Association shall be vested in the Judicial Board. The Judicial Board will be the main appellate body utilized in cases of disagreement with mandates from the Executive Branch and the Student Senate. Any Towson University main campus student may appeal an affirmation of the Student Senate if they feel that the Student Senate unjustly rendered a decision on a piece of legislation.

### **SECTION TWO- Judicial Branch Composition**

The Judicial Board shall be composed of a Chief Justice, a Deputy Chief Justice, and three Associate Justices. Members of the Judicial Board are to be elected at large by the student body of Towson University.

### **SECTION THREE- Chief Justice Selection & Duties**

The Chief Justice shall be appointed by the SGA President on or before September 30<sup>th</sup> of a regular academic calendar. The Student Senate must confirm the appointed Chief Justice by a two-thirds [2/3] majority vote.

The Chief Justice shall appoint a Deputy Chief Justice within two weeks of assuming office.

The Chief Justice shall decide on times to convene as an appeal comes to the Judicial Board, take minutes of the meetings, write opinions of the court and represent the Judicial Board at events as deemed by the SGA President. The Attorney General and Chief Justice reserves the right to outline expectations for the Judicial Board. If the Chief Justice is not present, the powers will fall on the Deputy Chief Justice.

### **SECTION FOUR- Judicial Branch Powers & Responsibilities**

The Judicial Board shall:

- A. Attend General Assembly and pre meetings;
- B. Provide proper and clear interpretation of any and all Student Government Association governing documents;
- C. Report to the SGA President on necessary matters;
- D. Convene upon notification of the Chief Justice that they have received an appeal;
- E. Be the final arbiter on all appealed decisions;
- F. Reserve the right to issue sanctions to students organizations as a part of their appeal;
- G. Reserve the right to amend sanctions given by Attorney General;
- H. Notify the Student Senate at the subsequent General Assembly once a decision has been made on an appeal;
- I. Notify the SGA Business Services Specialist, SGA Executive Board, Student Organization's Senator and SGA Director of Student Organizations within two (2) business days of an

- opinion of the court being issued to the student organization;
- J. Maintain professional and necessary communication with any and all student organizations in need of an appeal.
  - K. Investigate all instances of noncompliance with policies set forth by the constitution
  - L. Have one representative present on committees dealing with the rights of students as deemed necessary by the SGA President;
  - M. Sign a Confidentiality Agreement that will be presented and collected by the Chief Justice and given to the SGA Attorney General and SGA Advisor.

#### **SECTION FIVE- Judicial Branch Appeals Process**

If the Judicial Board receives notification from the Chief Justice of an appeal that merits consideration, the Judicial Board shall convene upon its receipt. This is to afford the complainant or the appealing body a speedy and fair decision. At this meeting, the Judicial Board shall determine whether or not to overturn the decision of SGA.

If the Judicial Board chooses to overturn the decision made by the SGA the decision will henceforth be the final decision. If someone chooses to challenge the final decision of the SGA they must challenge it with a new piece of legislation or appeal to the Department of Student Activities.

#### **SECTION SIX- Term Conditions of the Judicial Branch**

Each Justice shall serve a one-year term, based on the regular academic calendar, beginning ~~at high noon~~ the Monday immediately after inauguration. During their term in office, each Justice shall have one vote.

All members of the Judicial Branch must be enrolled as full time degree seeking, fee-paying undergraduate students at Towson University main campus, and have a minimum of a 2.5 cumulative GPA at the time of their election or appointment. All members must remain enrolled as full time degree seeking, fee-paying undergraduate students in the university and maintain good academic standing for the duration of their term in office.

The term of the Judicial Board shall end ~~at noon~~ on the first Monday in May after inauguration. The terms of their successors shall begin immediately after inauguration.

*There is no limit to the number of terms that can be served in the position of Justice. No member of the Judicial Branch may simultaneously be a member of the Legislative Branch or Executive Branch.*

#### **SECTION SEVEN- Judicial Branch Vacancies**

A vacancy in the Judicial Board resulting from the resignation or removal of an elected or appointed Justice after May 31st shall be filled through an application process. Any full-time degree seeking, fee-paying undergraduate student at Towson University main campus may apply for the position. There shall be a Justice Selection Committee headed by the Attorney General and include the Chief Justice and other designees. The Justice Selection Committee shall interview all candidates. The committee

will then make a recommendation to the SGA President. The SGA President will appoint the nominee(s) in order for the Student Senate to vote on the confirmation of the appointment.

A two-thirds [2/3] majority vote of the Student Senate must confirm the appointment. Should the Senate approve the nominee(s) to the Judicial Board, they must immediately swear oath, sign the Code of Ethics, Code of Conduct, and assume office.

#### **SECTION EIGHT- Resignation from the Judicial Branch**

Those who wish to resign from the Judicial Branch must give a formal written Notice of Resignation to the Chief Justice and Attorney General with an effective date.

In addition, they must also announce their resignation to the Student Senate at the subsequent General Assembly meeting or special Senate session upon their submission of the Notice of Resignation.

Should they choose not to announce their resignation or be unable to attend the subsequent General Assembly meeting, the Chief Justice or Attorney General will announce the resignation of the Judicial Branch member to the Student Senate at the subsequent General Assembly meeting or special Senate session.

### **ARTICLE IV LINES OF SUCCESSION**

#### **SECTION ONE- Succession in the Executive Board**

The Lines of Succession of Executive Board positions are as follows:

- A. President-  
If the SGA President is removed from office or leaves office for any reason, the SGA Vice President shall assume all duties and responsibilities of the SGA President .
- B. Vice President-  
If the SGA Vice President is removed from office or leaves office for any reason, the President Pro Tempore shall act in their place until the SGA President appoints a new SGA Vice President .
- C. Treasurer-  
If the SGA Treasurer is removed from office or leaves office for any reason, the Chair of the Appropriations Committee shall act in their place until the SGA President appoints a new SGA Treasurer.
- D. Attorney General-  
If the SGA Attorney General is removed from office or leaves office for any reason, the Chair

of the Government Operations Committee shall act in their place until the SGA President appoints a new SGA Attorney General .

E. Chief of Staff-

If the SGA Chief of Staff is removed from office or leaves office for any reason, the SGA President shall appoint an interim Chief of Staff until a new Chief of Staff is appointed

**SECTION TWO- Succession in the Office of the Solicitor General**

If the SGA Solicitor General is removed from office or leaves office for any reason, the Deputy Solicitor General shall act in their place until the SGA President replaces them. A new Deputy Solicitor General must be appointed through an application process.

**SECTION THREE- Succession in the Student Senate Leadership**

~~If the President Pro Tempore is removed from office or leaves office for any reason, the Government Operations Chair shall act in their place until a new President Pro-Tempore is elected through an internal election.~~

If the Government Operations Chair or Appropriations chair is removed from office or leaves office for any reason, the Vice Chairs shall act in their place until a new chair will be elected through an internal election in the student senate within one week of the vacancy.

~~If the President Pro Tempore is removed from office or leaves office for any reason, the Government Operations Chair shall act in their place until a new President Pro Tempore is elected through an internal election.~~

**SECTION FOUR- Succession in the Judicial Branch**

If the Chief Justice is removed from office or leaves office for any reason, the Deputy Chief Justice shall assume all duties and responsibilities until a new Chief Justice is appointed by the SGA President. A new Deputy Chief Justice must be appointed within two (2) weeks of the vacancy by the newly appointed Chief Justice.

**ARTICLE V**

**EXECUTIVE ORGANIZATIONS**

**SECTION ONE- Structure and Affiliation**

Executive Organizations shall:

1. Function as sub-organizations operating out of the SGA;
2. Maintain their own constitutions that will be approved or denied by a two-thirds [2/3] majority vote of the Student Senate;
3. Report to the SGA President;

### **SECTION TWO- Campus Activities Board**

The Campus Activities Board, hereinafter referred to as CAB, shall serve as the programming entity of the SGA. The Director of Campus Activities Board shall report to the SGA President.

The board reserves the right to have a non-voting ex-officio advisor that shall only act as a consultant to the board.

CAB will operate within the SGA Operating Budget. Their budget shall be managed by the SGA Director of Campus Activities Board and will report all expenditures to the SGA Treasurer monthly.

CAB shall submit budget proposals to the SGA Treasurer for review by May 30th, to be ratified by a two-thirds [2/3] majority vote of the Student Senate at the SGA Summer Retreat;

### **SECTION THREE- The Freshman Council**

The Freshman Council shall serve to empower first year students and encourage them to be more involved with the Student Government Association.

The Freshman Council shall:

- A. Consist of twenty (20) freshman students;
- B. Establish its own rules of governance and meeting times;
- C. Coordinate events that promote the involvement of first year students;
- D. Shall construct a budget from money allocated in the SGA Operating Budget by the SGA Treasurer and SGA President.

## **ARTICLE VI**

### **SPONSORED ORGANIZATIONS**

#### **SECTION ONE- Structure and Affiliation**

1. Sponsored Organizations are special interest, student-run organizations, whose purpose and function operates independently from the Financial Policy for Student Organizations. The unique function and broad impact of these organizations on the campus community inherently requires line-items from the SGA Operational Budget.
2. Sponsored Organizations will maintain their own Constitutions and Bylaws, subject to the approval or denial of the Student Senate by two-thirds [2/3] majority.

## **SECTION TWO- Budgeting Process**

1. After inauguration, the SGA Treasurer will contact Sponsored Organization's President and Treasurer regarding gaining access to request for funding.
2. Sponsored Organizations will apply for funds at end of the semester for the following fiscal year.
3. The SGA Treasurer will review each request for funding and allocate funds accordingly.
4. Sponsored Organization will designate one member to attend the SGA Summer Retreat and present a detailed presentation of their request to the entire SGA.
5. The Student Senate will approve or deny the allocation of funds in the vote for the fiscal year Operating Budget.

## **ARTICLE VII**

### **IMPEACHMENT**

#### **SECTION ONE- Scope of Punitive Powers**

All members of the Student Government Association are subject to the provisions outlined by the Student Government Association's Constitution, Bylaws, and Ethics and Standards Policy. However, impeachment-voting power rests solely with the Student Senate and shall extend to all elected officials of the Student Government Association. No resolution for impeachment shall be subject to the veto of the Student Government Association's President.

#### **SECTION TWO- Charges for Impeachment**

Any elected or appointed official of the Student Government Association may be impeached based on the following charges, explicitly defined by this article:

- A. Severe breaches of university standards and/or provisions.
- B. Negligence of Duty in which the official is in gross dereliction of executive, legislative, or judicial duty, or willfully failed to execute a specific duty to the best of their ability. The scope of Negligence of Duty shall be outlined by the roles and duties defined in the Student Government Association Constitution, Bylaws, and Ethics and Standards Policy.
- C. Breach of Ethical Duty in which the official is responsible for violating the Student Government Association Ethics and Standards Policy.
- D. Abuse of Power in which the official has inconsistently used their official power in an unfair manner, not outlined by the Student Government Association Constitution and/or Bylaws. The abuse of power may also apply in which the official has used their power to discriminate based on race, ethnicity, sex, religion, sexual orientation, gender identity, socioeconomic status etc.

#### **SECTION THREE- Formal Charges**

All formal charges against an elected official shall be introduced in the Student Senate in the form of

a Special Resolution containing a Bill of Charges in a context appropriate to the officials duties and responsibilities, including the call for their impeachment.

#### **SECTION FOUR- Bill of Charges**

A Bill of Charges shall be a resolving clause listing each charge alleged against an official and the specifications. Any Bill of Charges lacking clearly defined charges and sustainable specifications shall be out of order. Each Bill of Charges shall include a brief for the members of the Student Senate. The Student Senate shall utilize the briefs as a synopsis of the charges brought against the accused.

#### **SECTION FIVE- Introduction of Formal Charges**

All Special Senate Resolutions shall be filed within the bounds of Senate Rule with either:

- A. The sponsorship and signatures of a minimum of three (3) Senators;
- B. A petition of five hundred (500)– full time Towson University main campus fee paying undergraduate students;
- C. The sponsorship of the Vice President.

#### **SECTION SIX- Review of Charges**

The Chief Justice shall convene a special meeting of the Judicial Board in order to review the validity of the impeachment charge. The committee shall deal with the charges as follows: the lead sponsor shall have five minutes to present their case, followed by a period of questioning. Then, the accused officer(s) shall have the same amount of time for rebuttal, followed again by a period of questioning. A period of debate will then be entered. After debate, a roll-call vote shall be taken. A majority vote of the committee shall sustain the charge.

The Chief Justice shall report the rendered decision of the Judicial Board during the subsequent General Assembly or Special Senate Session. Should the Chief Justice not be in attendance, the Deputy Chief Justice shall report the rendered decision.

Should a member of the Judicial Board be impeached, the accused member must recuse themselves from the review of charges. Should the Chief Justice be impeached, then the Deputy Chief Justice shall chair the special meeting.

#### **SECTION SEVEN- Notification of Charges**

Once the Special Resolution and Bill of Charges have been filed, the Chief Justice shall notify the accused official by a written statement, which shall include the resolution, by hand delivery within forty-eight (48) business hours. The Vice President shall also make the Special Resolution and Bill of Charges available to all Student Government Association officials within twenty-four (24) business hours after hand delivering the documents to the accused official.

## SECTION EIGHT- Impeachment Trial

- A. The trial of an impeached Student Government elected official shall occur on the date no more than ten business days from the delivery date of the Special Resolution. The Vice President shall find a day best fit for the impeached official to attend. Should an impeached official fail to attend, the trial shall be conducted in absentia.
- B. Structure of Trial
  - 1. Upon filing of the Special Resolution the Senate must convene at a time separate from the normal legislative session, outlined in the Student Government Association Bylaws. This session shall be a closed session and must follow regular Senate Robert Rules of Order.
  - 2. The President Pro-Tempore must preside over the impeachment trial. However, in the event the President Pro-Tempore is unavailable or charges have been brought against them, the Chief Justice will then preside over the trial.
  - 3. The Office of the Solicitor General shall serve as the representative on behalf of the accused unless the Solicitor General decides to recuse themselves. The Solicitor General reserves the right to recuse themselves should they decide that the accused has committed a violation that they believe has inherently affected SGA beyond their ethical duty. If the Solicitor General recuses themselves then the Deputy Solicitor General shall serve in their place. The Deputy Solicitor General reserves the full right to recuse themselves. If both individuals decide to recuse themselves, the accused may ask any individual to represent them. Once the accused member discloses any news of the impeachment to the Solicitor General, the Solicitor General reserves full rights on maintaining confidentiality on such disclosure. The accused reserves the right to deny representation.
- C. No more than two signatories of the Special Resolution, the Vice President, or two signatories of the petition may formally present the presentation of the Special Resolution to the Student Senate, including evidence and witness testimony.
- D. The accused official shall then respond to the charges, cross examine all accusers, and call witnesses on their own behalf;
- E. The Student Senate as a whole may question the accused or any witnesses that may be summoned.
- F. Senate Debate
  - 1. Following the hearing of evidence, the accused shall be asked to leave the room and the Senate shall enter into deliberation;
  - 2. Senators shall have unlimited debating privileges and may not be censored during deliberations according to Robert's Rules of Order as long as deliberation remain relevant to the current impeachment.
- G. Voting shall be done by confidential ballot;
- H. When voting is completed, the meeting shall be opened and the President Pro- Tempore or Chief Justice, depending on who is chairing the session, shall immediately announce the vote before the Senate.
- I. An impeached elected official shall only be convicted by a two-thirds [2/3] majority of the Student Senate;
- J. Removal from Office shall be invoked by conviction in an impeachment trial. No removal from office shall carry with it a ban on future service.

*Except as proved elsewhere in these statutes for discipline within agencies, the provisions of this article shall exclusively*

*contain processes for the termination of any Student Government Elected Office.*

## **ARTICLE VIII**

### **CONSTITUTIONAL BYLAWS**

The Constitutional Bylaws shall be a supplemental document that specifies duties and responsibilities of members within the Student Government Association. The Bylaws shall be confirmed by a two-thirds [2/3] majority of the Senate.

## **ARTICLE IX**

### **MEMBERSHIP RIGHTS**

#### **SECTION ONE- Right to Participate**

All full time, degree seeking, fee-paying Towson University main campus undergraduate students and/or student organizations shall have the right to vote in all campus-wide Student Government Association elections and to run or apply for any position and/or office within the SGA.

#### **SECTION TWO- Right to Petition**

All full time fee paying Towson University main campus undergraduate students and/or student organizations shall have the right to initiate and sign petitions requesting that the SGA take any or all of the following actions:

1. Impeach any of its officers (with a minimum of five hundred (500) signatures);
2. Formally consider any legislation brought forth to the Student Senate (with a minimum of fifty (50) signatures).
3. Formally consider bringing a new piece of legislation with a particular purpose stated in the petition to the Student Senate (with a minimum of fifty (50) signatures).

The SGA shall consider such petitions as long as they do not violate any SGA documents and are submitted during a regular academic semester. If a petition is submitted two (2) weeks before a campus-wide SGA election, it will not be taken into consideration.

#### **SECTION THREE- Right to Judicial & Ethical Process**

All full time fee paying Towson University main campus undergraduate students and/or student organizations shall have the right to submit complaints before the Judicial Board.

All full time fee paying Towson University main campus undergraduate students and/or student organizations shall have the right to submit an Accountability Review Request against an SGA member that violates any of the SGA governing documents.

#### **SECTION FOUR- Right Against Discrimination**

All Towson University undergraduate students and/or student organizations shall not be excluded from any SGA forum or activity and/or be granted or denied any benefit on account of race, age, sex, sexual orientation, gender identity, gender expression, national origin, disability, religion, socioeconomic status or political affiliation.

### **ARTICLE X ELECTION PROCEEDINGS**

#### **SECTION ONE- The Election Policy**

An Election Policy Review Committee composed of two (2) non-returning SGA members and the Coordinator of Student Organizations must review the current Election Policy yearly. They must then submit the proposed policy to the Student Senate. The Student Senate shall confirm by a two-thirds [2/3] majority or deny the proposed policy.

*Changes to the Election Policy shall be made as deemed necessary by the Coordinator of Student Organizations.*

#### **SECTION TWO- Logistics**

The time, manner, and place of the campus-wide SGA elections shall be decided on and maintained by the Undergraduate Election Commission.

### **ARTICLE XI RATIFICATION & AMENDMENTS TO THE STUDENT GOVERNMENT ASSOCIATION CONSTITUTION**

All amendments to the Towson University SGA Constitution shall require:

1. A two-thirds [2/3] majority vote of the Student Senate;
2. ~~Administrative review by the Associate Vice President for Student Affairs, Campus Life, the Vice President for Student Affairs, and/or the SGA Staff Advisor; Administrative review by the SGA Staff Advisor;~~
3. An approval by at least one thousand (1,000) full time degree seeking, fee-paying undergraduate Towson University main campus students.

