CONSTITUTION

of the

MIDDLEBURY COLLEGE

STUDENT GOVERNMENT ASSOCIATION

Last Amended Apr. 30, 2015

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(Rev. June 10, 2015)
I. PURPOSE
In an effort to broaden student discussion and representation on all issues, the students of Middlebury College have assembled this Student Government Association (SGA). This Student Government Association shall represent the student voice in every capacity.

II. STRUCTURE
The SGA shall be composed of the Student Senate and the Presidential Cabinet.

(A) Function of the Student Senate and Presidential Cabinet
To propose and pass all SGA legislation; to decide on issues relevant to the interests of the student body; to determine all official SGA positions, and to carry out all other duties as outlined in the Constitution and bylaws.

(B) The Student Senate

(1) Commons Senators: Each Commons will elect one Senator. The Commons Senators are responsible for reporting to their Commons Council on a weekly basis. They also report relevant Commons’ activity to the SGA as well as their weekly activity with relation to their job as a student Senator.

(2) Class Senators: All Class Senators are expected to report the current concerns of their constituents to the SGA at each regular meeting. Additionally, each will report about their weekly activities with relation to their job as a student Senator.
   (a) First Years: Two full-year Senators.
   (b) Sophomores: Two full-year Senators.
   (c) Juniors: Two Senators, whose eligibility is specified in the bylaws.
   (d) Seniors: Two full-year Senators.
   (e) February Students: Two full-year Senators.

(3) House Senator: The Inter-House Council (IHC) shall be represented by one, non-voting delegate entitled to full floor privileges. The IHC Delegate is responsible for reporting to the Inter-House Council on a weekly basis. They also report relevant Social House activity to the SGA.

(C) The Presidential Cabinet
The Student Senate shall determine the structure of the Presidential Cabinet. Changes to the Presidential Cabinet require the majority consent of the Student Senate. The President of the SGA shall appoint the members of the Presidential Cabinet with the consent of the Student Senate. The bylaws of the SGA shall explain the duties and composition of the Presidential Cabinet.
(D) **Selection of Student Members of Community Council**

Interviews are required for all students submitting a valid application for the Community Council, to be conducted jointly by the SGA Director of Membership and the Student Co-Chair of Community Council. Interviews will be held at the beginning of the fall term. The Student Co-Chair of Community Council has final determinative power over appointments to Community Council in all instances. Student applicants for Community Council must apply annually, and must go through the appointment and ratification process annually.

(E) **Qualification of Members of the Student Senate and Presidential Cabinet**

(1) All positions are open to any matriculated student of the College.

(2) Class Senators must be a member of the class they represent. Class Senators must be on campus for the duration of their office, with the exception of winter term.

(3) Commons Senators must be a member of the Commons they represent for the duration of their office. Commons Senators must be on campus for the duration of their term, with the exception of winter term.

(F) **Vacancies**

(1) In the event that the SGA President cannot fulfill the position of President, the Student Co-Chair of Community Council will assume the dual role of President and SCOCC only until a special election is administered to elect a permanent President.

(2) In the event that the Student Co-Chair of Community Council cannot fulfill the position of SCOCC, the SGA President will assume all responsibilities of the SCOCC during the interim of his/her absence or only until a special election is administered to elect a permanent SCOCC.

(3) In the event of a vacancy of any appointed office in the SGA, the President shall appoint a new officer, subject to proper ratification.

(4) In the event of a vacancy on the Student Senate, the Elections Council shall hold an election to fill the vacancy.

### III. COMMITTEES

(A) **Standing Committees**

A standing committee is a committee that is stipulated by the SGA Constitution or bylaws. The Presidential Cabinet shall make all appointments to standing committees, subject to proper ratification, unless otherwise stipulated. Standing committees must make a report to the Student Senate at least once per semester. The Presidential Cabinet shall advertise all committee positions before appointments are made.

(B) **Ad Hoc Committees**

The Student Senate can create an ad hoc committee with a majority vote. These committees shall exist for a maximum duration of one year. Ad hoc committees may exist for a second year subject to majority approval of the Student Senate. After a period of two years, the Student Senate must decide to transform the committee with a majority vote into a standing committee or the committee must be dissolved.
(C) Rules Concerning Committee Members

(1) Any member of the student body may serve on a committee.

(2) A student may not serve on more than three SGA committees. The Presidential Cabinet is not an SGA committee.

(3) Before any committee shall commence its work, the committee’s members shall be subject to proper ratification, unless the committee must begin its work before the first Student Senate meeting. Committee members must be ratified on a yearly basis. The Elections Council is not subject to ratification.

(4) The Presidential Cabinet shall make committee openings public.

IV. RATIFICATION

The Senate shall ratify all members of the Presidential Cabinet and SGA committees by majority vote of Senators present, unless otherwise stipulated. The Presidential Cabinet may begin its work pending ratification.

V. MEETINGS

(A) Rules

Meetings shall follow the protocol given in Robert’s Rules of Order, unless otherwise stated in the Constitution. The Senate may adopt its own rules of procedure by a two-thirds vote, provided they do not conflict with the Constitution.

(B) First Meeting

During the first Senate meeting of the year, the following events occur:

(1) The President welcomes the newly elected senators.

(2) The Speaker of the Senate is elected. From this point, the Speaker chairs the meeting.

(3) The Impeachment Committee is formed.

(4) The Appeals Committee is formed.

(5) Normal business follows these appointments.

(C) Speaker of the Senate

The Senate shall select the Speaker of the Senate by majority vote during the first meeting of the year.

(1) The Speaker is a member of the Senate and is allowed to vote.

(2) The Senate may remove the Speaker by a two-thirds vote.

(3) The Speaker is not a member of the Presidential Cabinet.

(4) The President shall be the first person called by the Speaker when debate begins.

(5) The Speaker shall resolve all questions of procedure.
(D) Agenda
The President shall set the agenda for each Student Senate meeting, yet cannot block legislative items from the agenda.

(1) The agenda of each meeting will be sent via email to the members of the Student Senate, as well as *The Campus*, by 5:00 p.m. on Thursday.

(2) All bills on the agenda will be emailed to members of the Student Senate by 5:00 p.m. on Thursday. Bills not emailed by this time are not discussed unless the president makes an exception. Sponsors of bills are responsible to forward a copy of the bill to the recording secretary to meet this deadline.

(3) The order of business shall be as follows:
   (a) Attendance
   (b) Acceptance of minutes
   (c) Announcements
   (d) Committee reports
   (e) Old business
   (f) New business

(E) Attendance
All members of the Student Senate must attend all Student Senate meetings. Members of the Presidential Cabinet will attend Student Senate meetings at the discretion of the President. A member of the Student Senate missing more than two Senate meetings without proper excuse shall be removed from office.

(1) A member of the Senate missing more than five Senate meetings shall be removed from office.

(2) If a Senator cannot attend a meeting, a proxy from the same constituency shall temporarily occupy the seat. This proxy shall have full voting rights and floor privileges. No member of the Presidential Cabinet may serve as a proxy. One person cannot serve as both a student senator and a proxy.

(3) A member of the Senate missing more than two meetings without sending a proxy shall be removed from office.

(4) Members arriving 15 minutes after the meeting begins shall be considered absent.

(5) Absent members shall be so noted in the minutes.

(6) Without the notification of the Director of Membership, no Student Senate or Presidential Cabinet member may leave a meeting before the motion to adjourn. If a meeting runs over two hours, this clause no longer applies.

(F) Quorum
Quorum shall consist of half of the voting members of the Student Senate.
(G) Frequency
Meetings of the Student Senate shall be held weekly and shall begin at 7:00 p.m. on Sunday nights, subject to presidential discretion. Meetings shall continue until the assembly votes to adjourn. The Speaker of the Senate or their designee shall chair all Student Senate meetings.

(H) Emergency Meetings
The President, Elections Council, or any five members of the Student Senate shall have the power to call an emergency meeting of the Senate.

VI. LEGISLATION

(A) Any student may author legislation.

(B) Only a member of the Student Senate may sponsor legislation.

(C) Unless otherwise stipulated in the Constitution or bylaws, the affirmative vote of a majority of Senators present shall be required to pass all proposals.

VII. ELECTIONS

(A) Elections Council
The Elections Council shall be responsible for running all SGA elections and referenda in accordance with the SGA bylaws.

(1) The Elections Council shall consist of a chair, and from two to four other students appointed by the Director of Membership. The Director of Membership shall serve as chair unless he is a candidate for office, in which case the President shall appoint another member of the Presidential Cabinet to serve as chair.

(2) The Elections Council does not require ratification.

(B) Elections Rules
Candidates for President, Student Co-Chair of Community Council, and Senator must meet all requirements and follow all campaign rules as defined in the bylaws.

(C) Violations of Procedures
If any candidate violates any election procedures, the Elections Council shall have the power to call a special meeting of the Student Senate. During this meeting, the Elections Council will make a recommendation to the Student Senate regarding the eligibility of the involved candidate. The Student Senate, by a two-thirds vote, may then nullify the candidacy.

VIII. APPEALS

(A) The Appeals Committee shall hear complaints and review decisions made by the SGA Finance Committee and Constitution Committee based upon criteria established in the Constitution and bylaws.

(1) The Appeals Committee shall consist of the SGA President and four Student Senators. The four Student Senators shall be chosen at the first Senate meeting of the year by a
majority vote of the Senate. The Committee shall select one of the Student Senators to be chair.

(2) Two of the Student Senators, excluding the Committee Chair, shall be selected by the Committee to be appeals reviewers.

(3) The Appeals Committee does not require ratification.

(B) Student organizations have the right to file an appeal with the Appeals Committee once communication between said organizations and the Finance or Constitution Committee have been exhausted. The bylaws of the SGA shall detail the grounds by which an organization may make an appeal.

(C) Student organizations have the right to a fair and impartial hearing before the Appeals Committee. The bylaws of the SGA shall detail the appeals process.

   (1) In the event that a member of the Appeals Committee is involved in any way with the case, they shall abstain from participation.

   (2) If fewer than four members of the Committee are eligible to participate, an additional Senate member shall be sought to fill the void.

(D) The Student Senate may amend the Finance and Constitution Appeals Guidelines, as stated in the SGA bylaws, by a two-thirds vote of the Student Senate. Changes shall go into effect at the beginning of the next semester.

(E) A Senator who sits on the Finance Committee or Constitution Committee cannot sit on the Appeals Committee concurrently.

IX. IMPEACHMENT

(A) Any member of the Presidential Cabinet or Senate shall be impeached if found in violation of the SGA Constitution or bylaws. Proceedings shall be commenced by:

   (1) A written petition signed by one-quarter of a member’s constituency to the Impeachment Committee.

   (2) A written statement by a member of the Student Senate or Presidential Cabinet that is submitted to the Chair of the Impeachment Committee.

(B) The Impeachment Committee shall examine any petition or statement given to it and recommend to the Student Senate whether or not the member should be removed from office.

   (1) The Impeachment Committee shall consist of three Senators chosen by majority vote of the Student Senate. The Speaker of the Senate, President of the SGA and Student Co-Chair of the Community Council may not serve on the Impeachment Committee. The Committee shall self-select a chair. The Impeachment Committee does not require ratification.

   (2) The Impeachment Committee procedures shall be outlined by the SGA bylaws. The Student Senate may change Impeachment Committee procedures by a two-thirds vote.

   (3) The accused shall receive a fair and impartial hearing before the Impeachment Committee. If a member of the Committee has brought the charges, said member must recuse themself. In such a case, the Chair of the Impeachment Committee shall select another member of the Student Senate to replace said member.
(C) The full Student Senate shall hold an impeachment hearing if recommended by the Impeachment Committee.

(1) The Speaker of the Senate shall chair impeachment proceedings. If the Speaker brought charges or is subject to charges, then the Senate shall choose a temporary Speaker by majority vote. Members of the Impeachment Committee may not serve as the temporary chair.

(2) Removal from office requires a two-thirds vote of the Student Senate.

(3) Impeachment hearing procedures shall be outlined in the SGA bylaws. The Student Senate may change impeachment guidelines by a two-thirds vote.

X. AMENDMENTS

(A) Constitution

Amendments to this Constitution require the consent of the Student Senate and student body.

(1) Amendments must first be brought before and consented to by the Student Senate.
   (a) Amendments are brought to the floor of the Senate in the same fashion as bills, with the exception that they are made available one week before they are voted on.
   (b) Amendments must be approved by two-thirds of the Student Senate before a student body referendum is held.

(2) Upon approval by the Student Senate, a student body referendum is held.
   (a) The Elections Council shall be responsible for conducting the referendum.
   (b) The referendum must be held within one month of Student Senate approval.
   (c) The student body must approve the amendment by majority vote of those participating in the referendum.

(3) If approved by the student body, the amendment takes effect at the beginning of the next term, unless otherwise noted within an enactment clause in the amendment.

(B) Bylaws

Amendments to the bylaws of the SGA require the majority consent of the Student Senate unless otherwise stipulated in the Constitution.

(1) Bylaws amendments are brought to the floor of the Senate in the same fashion as bills, with the exception that they are made available one week before they are voted on.

(2) If approved by the Student Senate, the amendment takes effect immediately.

XI. INTERPRETATION

(A) The SGA President shall resolve all questions of constitutional interpretation and interpretation of the bylaws, except relating to procedures for Senate meetings.

(B) The Senate may override the President’s interpretation by a majority vote.