BYLAWS

of the

MIDDLEBURY COLLEGE

STUDENT GOVERNMENT ASSOCIATION

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(Rev. Apr. 30, 2017)
Section I. President and Co-Chair

(A) President of the SGA
The President represents the student body at meetings or functions within and outside of the College community. The President serves as the chair of the Presidential Cabinet, and ultimately makes all Cabinet decisions. The President is responsible for setting the agenda for Student Senate meetings. While the President may recommend postponing legislation, the President may not block legislation from coming to the Senate. The President is ultimately responsible for the execution of all SGA action.

(B) Student Co-Chair of Community Council
The Student Co-Chair of Community Council (Co-Chair) serves as the principal student leader on the Community Council. The Co-Chair is a voting member of the Student Senate. The Co-Chair appoints the eight other students serving on Community Council in concert with the Director of Membership.

Section II. The Presidential Cabinet
The following officers are members of the Presidential Cabinet. Cabinet officers are appointed by the President and confirmed by the Senate. Once elected, the President must send out an all-student email informing students of the Cabinet positions available and asking for nominations.

(A) Chief of Staff
The Chief of Staff is responsible for carrying out and implementing all elements of the President's agenda. The Chief of Staff supervises the Cabinet officers and serves as Senate parliamentarian. The Chief of Staff develops, keeps current, and publicizes an official codification of the SGA Constitution and Bylaws. The Chief of Staff is responsible for other miscellaneous tasks as delegated from the President.

(B) Deputy Chief of Staff
The Deputy Chief of Staff is responsible for carrying out and implementing all elements of the President’s agenda in conjunction with the Chief of Staff. The Deputy Chief of Staff shares responsibilities with the Chief of Staff as the President sees fit. The Deputy Chief of Staff is responsible for other miscellaneous tasks as delegated by the President. The Deputy Chief of Staff is appointed as needed at the discretion of the President and Chief of Staff.

(C) Director of Membership
The Director of Membership is charged with ensuring that all members of the SGA (Cabinet officers, committee members, and members of the Senate) fulfill their obligations as stated in the Constitution and Bylaws. The Director of Membership chairs the Elections Council and is personally responsible for conducting all SGA elections and referendums. The Director of Membership coordinates the committee application process and ensures that committees are appointed in a fair and open manner.
(D) Treasurer
The Treasurer chairs the Finance Committee and oversees its work. The Treasurer serves as the liaison between the President, the Senate, and the Finance Committee. The Treasurer maintains the SGA budget, and prepares and presents the mid-year report and the annual budget to the Senate. The Treasurer shall keep a record of all Finance Committee decisions, minutes, and financial statements. The Treasurer shall have had prior experience on the Finance Committee.

(E) Director of Student Organizations
The Director of Student Organizations chairs the Student Organizations Oversight Committee and oversees its work. The Director of Student Organizations is responsible for coordinating the Spring Student Leadership Awards. The Director of Student Organizations serves as an ex officio non-voting member of the Finance Committee.

(F) Director of Institutional Affairs
The Director of Institutional Affairs oversees all services provided by the SA including hiring and monitoring all SGA paid student positions. The Director also works with various College offices, students, and fellow members of the SGA to facilitate infrastructural and programmatic improvements.

(G) Director of External Affairs
The Director of External Affairs serves as the official liaison between the SGA and Town of Middlebury and will attend town meetings as the President deems necessary including the Better Middlebury Partnership, Selectboard Meetings, and the Chamber of Commerce. The Director also maintains consistent communication with student governments at other institutions and will oversee planning a regional student government conference if necessary.

(H) Director of Publicity
The Director of Publicity is responsible for SGA publicity and chairs the Publicity Committee. The Director of Publicity is responsible for executing all visibility campaigns for SGA initiatives, updating college bulletin boards used by the SGA, and managing all social media channels operated by the SGA.

(I) Director of Educational Affairs
The Director of Academic Affairs chairs the Student Educational Affairs Committee, serves as a liaison between the SGA and the Office of the Dean of Faculty, and is responsible for the oversight of all SGA activity pertaining to academic affairs.

(J) Director of Institutional Diversity
The Director of Institutional Diversity chairs the Institutional Diversity Committee, oversees SGA initiatives relating to diversity, and serves as the liaison between the office of the Chief Diversity Officer and the SGA.
(K) Director of Student Health and Wellness
The Director of Student Health and Wellness chairs the Student Health and Wellness Committee and serves as a liaison between the SGA and the Student Wellness Leaders as well as a liaison between the SGA and the Office of Health and Wellness. The Director of Student Health and Wellness oversees SGA activity relating to the physical and mental health and well-being of the student body.

(L) Director of Sexual and Relationship Respect
The Director of Sexual and Relationship Respect organizes initiatives and conversations on how to foster greater sexual and relationship respect on campus. They facilitate programming and policy on sexual respect and related issues, including bystander training. The Director of Sexual and Relationship Respect is an ex-officio member of the Sexual Assault Oversight Committee. The Director of Sexual and Relationship Respect serves as a liaison between student groups, administrators, and community partners on issues of sexual respect.

(M) Director of Environmental Affairs
The Director of Environmental Affairs chairs the Environmental Affairs Committee, serves as an ex-officio voting member of Environmental Council (or appoints a proxy), serves as a liaison between the SGA, Environmental Council, and environmental groups, and oversees SGA activity relating to environmental matters.

(N) Director of Athletic Affairs
The Director of Athletic Affairs chairs the Athletic Affairs Committee, oversees SGA initiatives relating to athletics, and serves as the liaison between the Athletics Department and the SGA.

(O) Director of Social Affairs
The Director of Social Affairs chairs the Social Affairs Committee, is responsible for working with relevant College bodies to improve social life on campus, and acts as the liaison between the Department of Public Safety and the SGA.

Section III. SGA Representatives to College Bodies

(A) Student Liaison to the SGA on Endowment Affairs
   (1) The Student Liaison to the SGA on Endowment Affairs (SLSEA) shall be the official student body liaison to the Board of Trustees Investment Committee and shall attend all three Investment Committee meetings during the academic year.
   (2) The SLSEA shall, at the request of any member of the Senate, report to the Senate on their work, while abiding by all relevant confidentiality measures.
The SLSEA shall publicize and hold at least one forum, at least one week prior to each Board of Trustees meeting, to gather student input and educate the community on the current state of the endowment.

The SLSEA shall write a summary within one week of all issues addressed during each Investment Committee meeting, while abiding by all relevant confidentiality measures. The SLSEA will send this summary to the chief financial officer of the College, who will be given one week to review the summary for proprietary information, after which the SLSEA shall send the document to the Senate.

If the Senate determines the SLSEA is not adequately performing the above listed responsibilities, it may remove the SLSEA by a simple majority. In such an event, the Senate shall form the Student Liaison to the SGA on Endowment Affairs Selection Committee to select a new SLSEA as outlined in Section V(A)(3) of the Bylaws.

The Senate shall post the summary on the SGA website for viewing by the campus community.

Section IV. Standing Committees

(A) Special Committees

(1) Appeals Committee

(a) The Appeals Committee shall hear appeals from the Finance and Student Organizations Oversight Committees, as stipulated by Section VIII of the Constitution and Section VII of the Bylaws.

(b) The committee shall examine complaints requesting the removal of Elections Council members pursuant to Section VI(A)(2)(e-f), and shall determine whether to remove the member. The committee shall not refer the matter to the Senate in these cases.

(c) The committee shall hear requests from individual party hosts for damage reimbursements greater than the automatic reimbursement limit established by the Senate.

(2) Impeachment Committee

The Impeachment Committee shall examine impeachment petitions and statements and recommend to the Senate whether or not a member should be removed from office, as stipulated by Section IX of the Constitution and Section VIII of the Bylaws.

(3) Student Liaison to the SGA on Endowment Affairs Selection Committee

(a) The committee shall consist of the President, the Director of Membership, and three senators chosen by the Senate.

(b) The committee shall examine applications for Student Liaison to the SGA on Endowment Affairs (SLSEA) during Week 8 the spring semester.
(c) The committee shall design the application and make it accessible to the student body at least one week before applications are due to the Director of Membership.

(d) After consulting student opinion on the endowment, the committee shall read through the applications and recommend a limited number of qualified candidates to the Senate to interview.

(e) The committee shall brief the Senate on student opinion on the endowment and then the Senate shall hear statements from the recommended candidates.

(f) The Senate shall appoint one of the recommended candidates as the SLSEA no later than one week before the Spring Trustees Meeting.

(4) Awards Committee

(a) Description and responsibilities
The Awards Committee shall determine the recipients of the Marjorie Lamberti Faculty Appreciation Award and the Rodney and Beverly DeGray Staff Appreciation Award pursuant to Section IX of the Bylaws. The committee shall plan the awards ceremony.

(b) Membership
(i) The committee shall consist of the President and four students appointed jointly by the President and the Director of Membership.
(ii) The President shall chair the committee.
(iii) The Dean of the Faculty may attend committee deliberations.

(5) First Year Committee

(a) Description and responsibilities
The First Year Committee promotes community in the first year class, provides a vehicle for addressing first year student concerns, assists in the promotion of campus resources and works with event planning bodies, Commons staff, and residential life staff in enhancing inclusive social and cultural experiences on campus.

(b) Membership
(i) The two first-year senators shall chair the committee.
(ii) The two first-year senators shall jointly appoint members of the committee.

(B) Cabinet Committees

(1) Elections Council
The Elections Council is responsible for the election process, as stipulated in Section VII of the Constitution and Section V of the Bylaws. The Elections Council shall publish its policies online annually.
(2) Finance Committee

(a) Description

The Finance Committee is responsible for serving the financial needs of recognized student organizations and the needs of the SGA in its management of the Student Activities Fee.

(b) Responsibilities

(i) The Finance Committee allocates the Student Activities Fee as a primary funding source for student organizations.

(A) The Senate must, by majority vote, approve individually each allocation exceeding $10,000. These allocations must be presented to Senate at least one week before being voted on and it is recommended that they are presented in conjunction with the end-of-year report.

(ii) The committee uses its expertise in an advisory role to student organizations and initiatives, providing guidance and information to students.

(iii) The committee offers outreach programs, constituting meetings and information sessions, in an effort to orient new leaders and interested parties with the funding process and create an open and supportive financial environment.

(iv) The Senate has fiduciary responsibility for the oversight of the Student Activities Fee and may request funds through the budget process and by requesting additional allocations from the committee.

(v) The committee serves as a check against irresponsible spending but may not refuse an allocation to the Senate. Committee guidelines do not apply to Senate allocations. All College financial regulations do apply.

(vi) The committee recommends each year to Senate a change in the Student Activities Fee.

(c) Membership

(i) The Treasurer shall chair the committee and may not vote, except in a tie.

(ii) At the beginning of each semester, a selection panel shall convene to review applications and, by majority vote, appoint new members to the committee. The selection panel shall consist of:

(A) The SGA President;

(B) Four senators, who may not be Finance Committee members, chosen by the Senate;

(C) Four Finance Committee members chosen by the Finance Committee.

(iii) All committee members’ terms expire upon graduation.

(d) Regulations

(i) The Finance Committee shall publish its policies online annually.
(ii) The committee shall publish the budget and new money requests with rationale online.

(iii) The Office of the Dean of Students (ODS) will conduct a formal audit of the committee’s process on a biannual basis. In addition, ODS may audit committee accounts at any time. Should an anomaly be found, action may be taken as advised by the College administration.

(iv) Submission of mid-year and end-of-year report

(A) The Finance Committee is required by the College to produce a mid-year report and end-of-year report of its activities detailing the allocations and expenditures for each student organization. The mid-year report must include a non-binding recommendation to the Senate on the Student Activities Fee for the following academic year to be approved or altered by the Senate with a simple majority vote.

(B) A completed mid-year report must be submitted to the Associate Dean of Students for Student Activities no later than the last day of classes in winter term. The report will be reviewed for accuracy and approved by ODS. A failure to submit this report will result in all student organization budgets being frozen until the report is submitted.

(C) The mid-year and end-of-year report shall be made available for Senate review as early as possible, but no later than one week before they are voted on.

(D) The Treasurer shall consult the Senate on broad-based budgetary issues when the reports are presented.

(v) The Treasurer shall prepare monthly reports to the Senate to be published online detailing new money requests granted along with rationales and new money requests to be reviewed.

(vi) The Treasurer shall present the SGA budget to the Senate for review at least one week before it is voted on. The budget must be passed by a simple majority vote.

(3) Student Organization Oversight Committee

(a) Description and responsibilities

(i) The Student Organization Oversight Committee is responsible for the recognition process for new and existing student organizations.

(ii) The committee also uses its expertise in an advisory role to student organizations and initiatives, providing guidance and information to students.

(iii) The committee offers outreach programs, constituting meetings and information sessions, in an effort to orient new leaders and interested parties with the funding process and create an open and supportive financial environment.
(b) Membership

(i) The Director of Student Organizations and the Director of Membership shall jointly appoint members of the Committee.

(ii) All committee members’ terms expire upon graduation.

(iii) The Director of Student Organization shall serve as the non-voting chair.

(c) Regulations

(i) Procedure for starting a new student organization

Student organizations can be started at any time between October and April. Procedures may be found online on the Student Activities website.

(ii) Club review

(A) All student organizations will be reviewed after three years, on a rotating basis. Student organizations will be notified that they are up for review on or by the end of Week 4.

(B) The Director of Student Organizations shall direct leaders of each student organization being reviewed to submit responses to a questionnaire by the end of the Thanksgiving Recess.

(C) Student Activities and the Director of Student Organizations shall determine the content of the questionnaire on an annual basis. The questionnaire will also require the submission of a constitution, to be revised, amended and ratified by the current membership.

(D) The Student Organization Oversight Committee shall approve of all submissions.

(E) During winter term, no applications for new student organizations will be accepted except if allowed by the Director of Student Organizations as a special circumstance.

(F) During winter term, the Committee shall review organization submissions and schedule in-person meetings with those organizations whose responses are unsatisfactory.

(G) At the end of winter term, the Committee may inactivate any organization whose questionnaires and in-person meetings were unsatisfactory.

(H) If no leadership is available, the club shall be classified as inactive. Organizations that fail to submit the required information shall have their spring budgets frozen and may be inactivated at the discretion of the Director of Student Organizations.

(I) The Director of Student Organizations shall submit an end-of-year report to the Senate detailing which new organizations were approved and which were inactivated that year.
(4) Publicity Committee

(a) Description and responsibilities

The Publicity Committee shall publicize all SGA activity, and be responsible for keeping all records of the SGA.

(b) Membership

(i) The Director of Publicity shall chair the committee.
(ii) The Director of Publicity and the Director of Membership shall jointly appoint members of the committee.
(iii) All committee members’ terms expire at the end of the academic year.
(iv) A Class Senator, excluding First-Year Senators, shall sit on this committee as the official liaison to the Senate. At least one Senator will be appointed to this committee by the SGA President by their first official Senate meeting.

(5) Student Educational Affairs Committee

(a) Description and Responsibilities

The Student Educational Affairs Committee shall have oversight of all SGA activity pertaining to academic affairs, and shall serve as a liaison to the Dean of the Faculty and the Educational Affairs Committee.

(b) Membership

(i) The Director of Academic Affairs shall chair the committee.
(ii) The Director of Academic Affairs and the Director of Membership shall jointly appoint members of the committee.
(iii) All committee members’ terms expire at the end of the academic year.
(iv) A Class Senator, excluding First-Year Senators, shall sit on this committee as the official liaison to the Senate. At least one Senator will be appointed to this committee by the SGA President by their first official Senate meeting.

(c) Relationship with EAC

The Student EAC shall invite one faculty member of the EAC to serve in an advisory capacity.

(6) Institutional Diversity Committee

(a) Description and Responsibilities

The Institutional Diversity Committee shall consider and discuss matters related to diversity issues within the student community. The committee shall also make proposals to the administration and trustees.
(b) Membership
(i) The Director of Institutional Diversity shall chair the committee.
(ii) The Director of Institutional Diversity and the Director of Membership shall jointly appoint members of the committee.
(iii) All committee members’ terms expire at the end of the academic year.
(iv) A Class Senator, excluding First-Year Senators, shall sit on this committee as the official liaison to the Senate. At least one Senator will be appointed to this committee by the SGA President by their first official Senate meeting.

(7) Student Health and Wellness Committee
(a) Description and Responsibilities
The Student Health and Wellness Committee shall consider and discuss matters related to student health, stress, well-being, and wellness issues within the student community. The committee shall also make proposals to the administration and trustees and work closely with the Office of Health and Wellness as well as have a representative on the Wellness Committee.

(b) Membership
(i) The Director of Student Health and Wellness shall chair the committee.
(ii) The Director of Student Health and Wellness and the Director of Membership shall jointly appoint members of the committee.
(iii) All committee members’ terms expire at the end of the academic year.
(iv) A Class Senator, excluding First-Year Senators, shall sit on this committee as the official liaison to the Senate. At least one Senator will be appointed to this committee by the SGA President by their first official Senate meeting.

(8) Environmental Affairs Committee
(a) Description and Responsibilities
The Environmental Affairs Committee shall have oversight of all SGA activity pertaining to environmental initiatives.

(b) Membership
(i) The Director of Environmental Affairs shall chair the committee.
(ii) The Director of Environmental Affairs and the Director of Membership shall jointly appoint members of the committee.
(iii) All committee members’ terms expire at the end of the academic year.
(iv) A Class Senator, excluding First-Year Senators, shall sit on this committee as the official liaison to the Senate. At least one Senator will be appointed to this committee by the SGA President by their first official Senate meeting.
(9) Athletic Affairs Committee

(a) Description and responsibilities

The Athletic Affairs Committee shall serve as the liaison between the SGA and Middlebury athletics.

(b) Membership

(i) The Director of Athletic Affairs shall chair the committee.

(ii) The Director of Athletic Affairs and the Director of Membership shall jointly appoint members of the committee.

(iii) All committee members’ terms expire at the end of the academic year.

(iv) A Class Senator, excluding First-Year Senators, shall sit on this committee as the official liaison to the Senate. At least one Senator will be appointed to this committee by the SGA President by their first official Senate meeting.

(10) Social Affairs Committee

(a) Description and responsibilities

The Social Affairs Committee shall consider and discuss matters related to social life within the student community. The committee shall also make proposals and work with the relevant administrative bodies to improve social life on campus for all students.

(b) Membership

(i) The Director of Social Affairs shall chair the committee.

(ii) The Director of Social Affairs and the Director of Membership shall jointly appoint members of the committee.

(iii) All committee members’ terms expire at the end of the academic year.

(iv) A SGA Class Senator, excluding First-Year Senators, shall sit on this committee as the official liaison to the Senate. At least one Senator will be appointed to this committee by the SGA President by their first official Senate meeting.

Section V. Elections

(A) Elections Council

(1) Description and responsibilities

The Elections Council shall administer the elections of Senators, the President and the Co-Chair. The council shall administer all referendums. The council shall also be responsible for certifying the results of all elections and referendums.
(2) Membership

(a) The Elections Council shall consist of a chair who is the Director of Membership, and from two to four other students appointed by the Chair. At least two of these members shall be Senators.

(b) No Council member may be a candidate for SGA office.

(c) The Director of Membership shall chair the Council, unless the Director of Membership is a candidate for SGA office. In this event, the President shall appoint another Cabinet officer to chair the Council and the Director of Membership shall abdicate their election responsibilities.

(d) Council members shall be appointed and publicly announced by the end of the first week of the academic year. All members’ terms expire at the end of the academic year.

(3) Removal of members

(a) In the event that a candidate objects to the participation of any council member based on a conflict of interest or other relevant circumstances, the Appeals Committee shall conduct a hearing to decide whether the member should be removed.

(b) Complaints filed accordingly must be filed at least 4 days prior to the opening of the polls. When a proper complaint has been filed, the Appeals Committee hearing shall take place as soon as is reasonably possible, and no later than 2 days prior to the opening of polls.

(4) Policies

The Elections Council may adopt and publish policies for conducting elections and referendums. The Senate may amend the policies by a simple majority vote.

(B) Eligibility of Voters and Candidates

(1) Eligibility of voters

(a) For the President, the Co-Chair, and referendums: all current and enrolled students, including students abroad and graduating seniors.

(b) For Commons senators: all current and enrolled students, including students abroad and graduating seniors, who are members of the relevant Commons.

(c) For class senators: all current and enrolled students, including students abroad, who have academic standing in the relevant class, not including Febs.

(d) For Feb senators: all current and enrolled students, including students abroad, who have academic standing in a Feb class.

(2) Eligibility of candidates

(a) For the President: All current and enrolled students, including students abroad but excluding graduating seniors. This is a full year position. The President’s term shall expire at the end of the academic year.
(b) For the Co-Chair: all current and enrolled students, including students abroad but excluding graduating seniors. Students are not eligible to be candidates for semesters during which they plan to study off-campus.

(c) For Commons senators: all current and enrolled students, including students abroad but excluding graduating seniors, who are members of the relevant Commons. This is a full year position. Commons senators’ terms shall expire at the end of the academic year.

(d) For first year, sophomore, and senior senators: all current and enrolled students, including students abroad but excluding graduating seniors, who have academic standing in the relevant class, not including Febs. This is a full year position. First year, sophomore, and senior senators’ terms shall expire at the end of the academic year.

(e) For junior senators: students shall run and hold office on a semester basis. Students may run for either semester or both. Students are not eligible to be candidates for semesters during which they plan to study off-campus.

(f) For Feb senators: all current and enrolled students, including students abroad but excluding graduating seniors, who have academic standing in a Feb class. This is a full year position. Feb senators’ terms shall expire end of the Senate meeting immediately prior to the Feb election.

(C) Resignation, impeachment, or removal

(1) If the President, the Co-Chair, or a senator resigns, or is removed from office via impeachment or automatic removal, the Elections Council shall hold a special election.

(2) Notwithstanding the above section, if a vacancy occurs due to resignation, impeachment, or automatic removal during or after Week 7 of the spring semester for all offices except Feb senator, or Week 7 of the fall semester for Feb senator, the vacancy shall be filled as follows:

(a) For senators, the President shall appoint a student to serve in the vacant seat, subject to Senate ratification.

(b) For the President, the Co-Chair shall serve as President.

(c) For the Co-Chair, the President shall serve as Co-Chair.

(D) Accessibility

With regard to access, students who are abroad, on leave from Middlebury, with disabilities or for other reasons cannot participate in part or all of an election, must be granted access to all SGA election processes; including but not limited to the election interest meeting, signature gathering and debates. These practices may change over time and may include but are not limited to electronic signature gathering and virtual presences at meetings and debates. The SGA Director of Membership is responsible for making these policies explicit and public, as well as providing access in a timely and professional manner. All reasonable accommodations must be made, and students may appeal to the Appeals Committee.
Section VI. Finance and Constitution Appeals

(A) Grounds for Appeal
A student or organization will not be granted appeal until they have exhausted communication between themselves and the Finance Committee or Student Organization Oversight Committee. Appeals will be granted for at least one of the following reasons:

(1) The decision is contrary to committee guidelines.
(2) The committee acts with derision, personally or collectively, toward the complaining party.

(B) Appeals Process
(1) A group of students or a student organization that is dissatisfied with decisions made by the Finance or Student Organizations Oversight Committee has the right to appeal to the SGA President within five class days of receipt of the original decision.
(2) Immediately following receipt of a written appeal, a written statement from the responding party (either the Finance or Student Organization Oversight Committee) will be requested by the President and should be received no later than two class days following the receipt of the original appeal.
(3) Two Appeals Committee members shall review the appeal and shall make a recommendation to the full committee on the appropriate course of action. At least four of the five committee members must agree on the course of action. Committee members may choose among the following options:
   (a) Refer the matter to the Appeals Committee in its entirety.
   (b) Deny the appeal on stipulated grounds.
(4) If the matter is granted appeal to the Appeals Committee, the written grievance will be forwarded to the parties involved. This written grievance will include the date, time, and location of the hearing, which will occur no sooner than five class days and no later than 15 class days following the formal filing of complaint. The parties involved may reschedule the hearing only one time.

Section VII. Impeachment

(A) Procedures
(a) The Impeachment Committee shall meet when it receives a petition for removal of a cabinet member or senator and, based on a hearing, make a determination on whether the charges merit impeachment procedures.
(b) Only the Impeachment Committee Chair has the power to call an impeachment hearing in the Senate.
(c) If a Senate hearing is called, the hearing must occur at the next Senate meeting. If needed, the Impeachment Committee may call for an emergency meeting of the Senate.
(B) Hearings

(1) Impeachment Committee Hearings
(a) The Impeachment Committee Chair presides over this hearing.
(b) The petitioner or their designee shall present their case to the committee.
(c) The accused or their designee may present a rebuttal to the petitioner’s charges.
(d) Committee members may question petitioner and accused.
(e) The Committee shall vote on whether to refer the matter to the Senate for impeachment procedures.

(2) Senate Hearings
(a) The petitioner or their designee shall present their case to the Senate.
(b) The accused or their designee may present a rebuttal to the petitioner’s charges.
(c) Member of the Senate and Cabinet officers may pose questions to Impeachment Committee members, the petitioner, and the accused.
(d) Once concluded, the Senate shall vote by secret ballot on whether to remove the accused from office. Removal requires a two-thirds vote.

Section VIII. Faculty and Staff Appreciation Awards

(A) Marjorie Lamberti Faculty Appreciation Award
(1) Nominations for this award come from current students.
(2) The Dean of the Faculty shall facilitate the process by sending an email to all students on behalf of the SGA, requesting nominations of faculty members for this award.
(3) Nominations must be made by email or letter to the Dean of the Faculty, including the following information:
   (a) Name of the student making the nomination;
   (b) Name of the faculty member;
   (c) Statement about why the instructor deserves the award.
(4) The Awards Committee shall review all nominations and select a recipient.
(5) The recipient will receive a research grant, to be coordinated and funded by the Dean of the Faculty.

(B) Rodney and Beverly DeGray Staff Appreciation Award
(1) Nominations for this award come from current students.
(2) In April, the SGA President shall facilitate the process by sending an email to all students, requesting nominations of staff members for this award.
(3) Nominations must be made by email or letter to the SGA President, including the following information:
(a) Name of the student making the nomination;

(b) Name of the staff member;

(c) Statement about why the staff member deserves the award.

(4) The Awards Committee shall review all nominations and select a recipient.

(5) The recipient shall receive a check for $500, with funds from the SGA Operations budget.

(C) Awards Reception

(1) The SGA President shall announce the recipients to the College community at a special presentation event before the conclusion of spring classes and shall present each recipient with a framed certificate.

(2) The SGA shall assist in the arrangements for a reception. The SGA shall be responsible for funding the reception from the SGA Operations budget.

(3) Nominated faculty and staff members who have not been selected as award recipients shall be notified of their nomination and invited to attend the presentation event.