

**BYLAWS TO THE CONSTITUTION OF THE
STUDENT GOVERNMENT ASSOCIATION
Of
BRESCIA UNIVERSITY**

MEETINGS

Executive Board and general meeting of the SGA will be held at a time, day and location to be established annually by the Executive Board.

PROPOSALS

Any member of the SGA may submit a proposal for consideration by the Executive Board and at general meetings. Proposals are to be submitted to the President in writing.

There must be a 2/3 majority vote of the Executive Board for a motion to be considered by the executive Board and at a general meeting. A proposal will be agreed upon by a 2/3 vote of the voting members of the senate at a general meeting of SGA.

REPRESENTATION

All recognized organizations, and groups seeking SGA recognition, must have at least 1 representative at each general meeting of SGA. Only representatives of recognized organizations are eligible to vote.

The officers of the Freshman Class Council will represent the interest of the freshman class and are entitled to one vote.

Each class officer and club representative is permitted one absence.

Class officers and club representatives may designate a proxy.

Club representatives are required to give a report on the club's activities once a month, at a date determined by the SGA's Executive Board.

Every club is required to submit to the SGA secretary a current roster of members, list of officers and their contact information, and a member of the faculty or staff of Brescia University to act as club Advisor, including his or her contact information.

CLUB RECOGNITION

A student group seeking SGA recognition must submit the following to the SGA secretary:

- A constitution governing the organization to include a statement supporting the mission, goals and objective of Brescia University and a non-discrimination clause;
- If a national organization, a copy of the national constitution;
- A list of all members
- Name and contact information for the officers and the advisor

The Executive Board will submit the material for a vote at the general meeting.

To remain an active, recognized clubs and organizations must submit an updated list of members, names and contact information for the officers and the advisors each semester.

If during the course of the academic year, any officer, advisor changes, the SGA secretary is to be notified.

CLUB FUNDING

The SGA will annually issue the guidelines for club funding. Dates for submission of funding requests will be included in the guidelines. Only recognized clubs and organizations are eligible for SGA funding. Funds must be used for the approved and stated purpose. Other conditions appear in the guidelines available from the SGA Treasurer.

SGA EXECUTIVE BOARD

Students seeking a position on the Executive Board must have club, organization or SGA experience and be at least of *junior status*, as determined by the University, by the time they assume office for the positions of President, Executive Vice President, Treasurer, and Parliamentarian. Students seeking the positions of Secretary, Representative to the Administration and Historian must have similar experience and be at least of *sophomore status*, as determined by the University, by the time they assume office. Additionally, candidates must have been a student of Brescia University for at least one semester and have maintained a GPA of at least 2.8.

To be eligible for election to the Executive Board of the Student Government Association, students must meet all requirements and conditions as set forth in the Constitution and By-Laws of the SGA of Brescia University. Student must also be able to serve their full term of office, fall and spring semesters. Serving a full term of office means that an elected SGA officer must be able to fulfill all of the responsibilities as listed in position descriptions in the Constitution, regularly attend SGA Executive Board and General Assembly meetings and to participate in other activities as agreed upon by the Executive Board.

Upon election and acceptance of an Executive Board position of the Student Government Association students may no longer hold an executive position of President or Treasurer in a university club or organization due to conflict of interest when decisions of funding or other issues arise.

Officers must carry at least 12 credit hours per semester during their term of office.

SGA officers will be compensated for their services. The stipend will be determined on an annual basis by the Executive Board in consultation with the University's Chief Financial and Student Affairs Officers.

IN CASE OF OPEN POSITION ON SGA EXECUTIVE BOARD:

- When an officer is removed from office or resigns from office, the officer will be replaced through a process of application and nomination for position, approval of candidates, and a school-wide election to fill the position
- When there is an open position for SGA for which no person is running, the position will be filled through a separate election that includes nomination, approval of candidates, and a school-wide election to fill the position.

- Any candidate already running for office for a separate position may apply for the open position as well in case of a loss in their first-choice position. If the candidate wins his or her first-choice position, the nomination will be discarded.

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