

Title 5 – NSHE Governing Documents

Chapter 11

**CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION
OF
GREAT BASIN COLLEGE**

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Preamble

An appreciation of the active involvement in the democratic process is a vital part of higher education. Education, which excludes training and the opportunity in the fulfillment of the duties and responsibilities of citizenship, is an incomplete education. Great Basin College emphasizes the importance of academic excellence and the total involvement of every student in the process of self-government.

The Student Government Association of Great Basin College, in exercising authority granted by this constitution, shall conform to rules, regulations and policies as established by the Board of Regents, and to all applicable statutes of the State of Nevada. If any of the provisions of this constitution are deemed to be in conflict with any of the rules, regulations and policies of the Board of Regents, or applicable statutes of the State of Nevada, those rules, regulations, policies, and statutes shall control. The Board of Regents reserves the right to repeal, modify, or otherwise amend any provision of the constitution as is deemed necessary by a majority vote of the Regents to be in the best interests of the Nevada System of Higher Education.

(B/R 2/08)

Article I - Name and Purpose

Section 1. The name of this organization shall be the Student Government Association of Great Basin College and it may be known as the Student Government Association (SGA).

Section 2. The purpose of the SGA shall be to function as the representative body for all students to:

- a. Make recommendations concerning student welfare to those persons responsible for the administration of college policies.
- b. Enact policies and/or procedures concerning students. Such policies and/or procedures should be consistent with rules, regulation and policies adopted by the Board of Regents.
- c. Provide leadership for all SGA meetings of the student body.
- d. Assist the in directing and coordinating student activities.
- e. Support SGA sanctioned student organizations.
- f. Encourage cooperation between students, staff, and faculty.
- g. Assess student opinions and needs as deemed necessary and proper.
- h. Encourage student involvement.

Article II - Membership and Representation

- A. All students enrolled in at least one credit shall be granted membership in the SGA.
- B. Members shall have the right to vote in all student elections, the right to participate in all activities sponsored by the SGA, and the right to attend all open meetings in accordance to Nevada Open Meeting Law.
- C. The SGA Senate and Executive Board shall have governing authority of membership.

Article III - Structure and Duties of Officers

- A. The structure of the Student Government Association shall consist of the following:
 - 1. The SGA will consist of the Executive Board, the Senate and if the Executive Board so chooses, an appointed Senate Chair.
 - 2. The Executive Board will be comprised of the four executive officers: President, Vice President, Secretary and Treasurer.
 - 3. The Senate will be comprised of senators that are either elected or appointed. The number of senator positions is not to exceed 10 on the Elko campus, 2 on the Winnemucca campus, 2 on the Ely campus, 1 on the Battle Mountain campus, and 2 on the Pahrump Campus.
 - 4. The term of an elected/appointed spring SGA officer shall begin immediately upon election or appointment and terminates at the following spring election. The term of an elected/appointed fall SGA officer shall begin immediately upon election or appointment and terminates at the following fall election.
 - 5. Any student eligible to hold office must maintain either a cumulative or a semester grade point average of 2.5 or higher.
 - 6. To be eligible to hold the office of President, Vice-President, Treasurer, Secretary or Senator, officers must complete at least six (6) GBC credits or GBC shared program credits per semester. Candidates for President or Vice-President positions must have completed thirty (30) GBC credit hours or previously held the position of Senator or other executive office GBC for the term of one (1) term. Previous credit hours are not required for candidates of the Senator position or other executive positions.
 - 7. If the executive board so chooses, they may appoint a senate chair from the elected/appointed senators.
 - 8. Each Officer will attend SGA meetings as a voting member and may attend other meetings as a voting member.
 - 9. To be eligible for the office of senate chair the senator must have previously held the position of senator for one term.

10. A vacancy in any elected office of the SGA shall be filled by appointment by the SGA President, with approval by a two-thirds majority vote of the SGA with a quorum present.

(B/R 2/08)

B. The duties of the Student Government Association Officers shall consist of the following:

1. President

- a. The President will represent the SGA in the college community and to the community at large.
- b. The President will attend Board of Regents meetings on a regular basis, and periodically report on the progress and implementation of all actions of the SGA to the Great Basin College President, as well as, to the appropriate college committees (e.g. Faculty Senate).
- c. The President will have the power to veto Senate policies and/or procedures.
- d. The President will draft, distribute and post agendas for SGA meetings in compliance with requirements of the Nevada Open Meeting Law.
- e. The President will be empowered to call an emergency session of the SGA, as circumstances require, that is consistent with requirements of the Nevada Open Meeting Law as stated in chapter 241 of the Nevada statutes as amended.

2. Vice-President

- a. The Vice-President will assume the role and responsibilities of the President in the event of an absence, vacancy or incapacitation of the President.
- b. The Vice-President will be the chair of the SGA SOL-Programming Board Committee and will draft, distribute, and post agendas for the SOL meetings in compliance with the requirements of the Nevada Open Meeting Law. The Vice President shall also provide the agenda to the President for posting to the GBC SGA website in a timely fashion.
- c. The Vice-President shall have the authority to appoint membership on SGA Committees.

3. Secretary

- a. The Secretary will record and prepare the SGA minutes and will then ensure that they are posted in accordance with the Nevada Open Meeting Law.
- b. The Secretary will support other SGA committees as directed by the SGA President.

4. Treasurer

- a. The Treasurer will be responsible for all financial matters concerning SGA.
- b. The Treasurer will provide a written and an oral line-item report on a monthly basis to the SGA regarding the financial status of the SGA.
- c. The Treasurer will advise the SGA when a transaction does not coincide with the budget.

5. Duties of Senators

- a. Each Senator will attend all SGA meetings either in person or by interactive video. Senators will also attend other SGA supported activities as assigned by the President or Vice President.
- b. Each Senator will serve on at least one SGA committee per semester.

C. Duties of Student Advocate

1. The Student Advocate will be a professional position attached to the Office of Student Services.
 2. The Student Advocate will make recommendations to the SGA concerning any business, financial, program, procedural issues and will check SGA officer eligibility.
 3. The Student Advocate will oversee and process SGA expenditures and contractual agreements that have been approved by the SGA in accordance with current Board of Regents and Great Basin College policies and procedures.
 4. The Student Advocate will identify relevant policies and procedures as needed.
 5. The Student Advocate will provide leadership training and guidance.
 6. The Student Advocate will appoint and chair an election committee.
- (B/R 2/08)

Article IV - SGA Elections/Voting Procedures

A. Election Committee

1. The Election Committee will be formed two (2) weeks prior to elections and will be appointed by the Student Advocate. Elections for officers will be held the last week of April. Elections may be held the third week of the fall semester for open senate positions.
2. The Student Advocate and Election Committee will adhere to election rules as stated in the SGA bylaws.

3. The committee will consist of no more than seven people, including at least one faculty, staff, or administrator of GBC, to be chosen by the current Student Advocate.
4. No member of the committee will be eligible to run for any SGA position.
5. The responsibility of the Election Committee will be to oversee election procedure and enforce rules pertaining to elections.

B. Infractions Committee

1. An Infractions Committee will be formed prior to elections by the Student Advocate consisting of three faculty members and two students not seeking a SGA office.
2. The committee will be responsible for investigations and determining the course of action to be taken in the event of violations of any election rules as determined by the Election Committee during or after an election.
3. All potential candidates will abide by all election rules stated in the SGA bylaws. These rules will be distributed to each candidate. Each candidate will sign the rules, indicating that they understand them, and return them to the Student Advocate.
4. Locked/secure boxes and/or voting booths will be used to secure all votes.
5. Voting Procedures will be followed as stated in the SGA bylaws.

(B/R 2/08)

Article V - Remuneration of SGA Officers and Senators

- A. The SGA President will receive a payment in the amount of tuition costs and tech fee charges equivalent to fifteen (15) lower division GBC credit hours.
- B. The SGA Vice President will receive a payment in the amount of tuition costs and tech fee charges equivalent to twelve (12) lower division GBC credit hours.
- C. The SGA Secretary, Treasurer, and Senate Chair will receive a payment in the amount of tuition costs and tech fee charges equivalent to nine (9) lower division GBC credit hours.
- D. The SGA Senators at all campus sites will receive a payment in the amount of tuition costs and tech fee charges equivalent to six (6) lower division GBC credit hours.
- E. Payment for Officers serving during the summer term shall be \$100.00.
- F. Officers who resign or are impeached and removed from offices will not be entitled to payment.

(B/R 2/08)

Article VI - Impeachment of SGA Officers

A. Grounds for impeachment

1. SGA Officers shall be subject to impeachment and removal by the SGA on the grounds of malfeasance, wrong doing or misconduct.
2. SGA Officers shall be subject to impeachment and removal by the SGA on the grounds of misfeasance the doing of a lawful act in an unlawful or improper manner, so that there is an infringement on the rights of another or others.
3. SGA Officers shall be subject to impeachment and removal by the SGA on the grounds of nonfeasance failure to do what duty requires to be done.
4. Any member of the SGA or the Student body may bring impeachment charges against any Officer or Senator. The charges shall be leveled during Public Comment at a regularly scheduled SGA meeting. At the time the charges are leveled, the SGA shall hear the charges, then allow the officer involved six days to respond to such charges, either in person or writing. The SGA shall then determine, by a majority vote with a quorum present, whether there is just cause to initiate impeachment procedures. If so, the Impeachment Committee shall be immediately activated.

(B/R 2/08)

B. Impeachment Committee Structure:

1. The Impeachment Committee shall be composed of all SGA officers and the Vice President for Student Services, who will chair the meeting to maintain order.
2. The Impeachment Committee shall be permitted a maximum of fourteen (14) days to initiate a committee meeting and make a decision. During this committee meeting each side will be permitted 15 minutes to present their case. The chair will call for discussion, and then call for a vote by the SGA officers.
3. Sustainment of impeachment by the Impeachment Committee shall cause impeached SGA members to be immediately removed from office and barred from holding further GBC SGA offices for four years.

Article VII - Procedures of the SGA

- A. A quorum must be present in order for the SGA to conduct official business. A quorum will be 51% of the SGA Officers.
- B. Any action of the SGA concerning expenditures of funds requires a majority vote of the SGA with quorum present.
- C. Regularly scheduled meetings shall be held each week when classes are in session during the fall and spring semesters.
- D. SGA will meet at least once a month during the summer session.

- E. All SGA meetings are mandatory for all Officers. Three unexcused absences may result in the removal of office by a vote of the SGA with a quorum present at the next regularly scheduled meeting.
 - F. SGA meetings shall be conducted under the procedural rules of Robert's Rules of Order.
 - G. SGA officers will adhere to SGA bylaws. SGA bylaws may be amended by a 2/3 majority vote with quorum present.
- (B/R 2/08)

Article VIII - Finance

- A. The students of Great Basin College hereby grant their representative body, the SGA, the power to enact policies and/or procedures necessary to finance social, education, and recreation programs for the students.
- B. All monies transferred by the Board of Regents to the SGA will be administered by the SGA, in accordance with all the policies and fiscal management procedures established by the Board of Regents and state law and applicable to all units within the NSHE System.
 - 1. The executive board shall develop the SGA budget.
 - 2. The budget should be developed by the beginning of the fiscal year and approved by majority vote of the SGA with quorum present.
 - 3. The budget will be submitted to the GBC controller's office for joint review for budget accuracy.

Article IX - Student Organization

- A. The term "student organization" shall apply to all organized groups, which conform to the qualifications of the SGA and meets with its approval and thereby qualify as "on campus organization." Members in these organizations shall be open to all eligible registered students.
- B. Only those organizations shall be recognized which have as a purpose one or more of the following:
 - 1. To increase and stimulate the student's knowledge and interest in his/her curricular field.
 - 2. To promote a feeling of fellowship among students with similar interests.
 - 3. To sponsor educational and recreational activities.
 - 4. To instill in the minds of the student body a feeling of unity and loyalty toward the college.

- C. To be recognized, all organizations must meet the following requirements:
1. Identify a GBC faculty or GBC staff member as an advisor for your organization.
 2. Maintain a membership of at least five members.
 3. Sponsor for its members and/or their guests at least one educational, recreational, or social activity each semester.
 4. A member from the club/organization will provide a line of communication between the SGA and their club/organization by attending the SOL-Programming Board.
 5. The SGA may revoke approval of any organization, which fails to maintain the qualifications listed in Section C of this article and all SGA Bylaws.
 6. A student organization shall, when requesting money for an all-college activity, present to the SGA all information regarding the activity for which approval is requested at least two (2) SGA meetings prior to the activity.
 7. The SGA may extend approval to temporary groups or committees, as it deems necessary.
 8. Funds per academic year may be given to each recognized club on an as-needed basis. Funds may be approved only by a majority vote of the SGA with quorum present.
- D. A student organization must file a new club/organization form along with written bylaws stating the guidelines of their organization for approval with the SGA. The organization's Bylaws shall make reference to being an organized club on the Great Basin College Campus. The SGA shall act on the form and bylaws after receiving them. Once approved by a majority vote of the SGA with quorum present, the organization retains their approval unless revoked.
- (B/R 2/08)

Article X - Amendments

- A. This Constitution may be amended by a two-thirds majority of the SGA with quorum present, followed by a majority vote of the students in an election, presentation to the Administrative Council, and approval of the Board of Regents.
- B. An amendment may be proposed by:
1. Any member of the Student body, with a petition signed by at least ten percent of the students of the Association, as based on enrollment figures obtained from the Vice-President for Student Services.
 2. An amendment may be proposed by any member of the SGA.
- C. The proposed amendment shall be submitted to the SGA no later than the next regular election following the filing of the petitions, and all proposed amendments shall be made public at least ten (10) business days prior to elections.

Article XI - Enabling Clause

- A. This Constitution shall be in effect when it has been approved by the SGA, a majority vote of the students voting, reviewed and approved by the NSHE General Counsel and the Board of Regents.
- B. In the event of an amendment to the constitution, students in office shall remain in office until their term expires.

(B/R 9/05 entire chapter)