



BY-LAWS  
FOR  
THE STUDENT GOVERNMENT ASSOCIATION  
OF  
IOWA WESLEYAN UNIVERSITY

**I. EXECUTIVE BRANCH**

A. President

1. Qualifications

- a. Shall have been a student at Iowa Wesleyan University for at least two semesters and at least a junior before taking office.
- b. Shall have been an active member of the Student Government Association for at least one semester.
- c. Must be a full-time student.
- d. Must have a cumulative grade point average of at least 2.75.

2. Duties

- a. Shall, at the request of a majority of the Student Senate, convey the consensus of that assembly to the administration, the Board of Trustees, and the Student Body.
- b. Will appoint the Treasurer and Secretary to then be confirmed with a vote by the Senate
- c. Shall serve as head of the Student Conduct Committee (SCC) and follow the duties assigned through the committee
- d. Shall serve on the Student Food Committee (SFC) and follow the duties assigned through the committee
- e. Shall co-sign with the Treasurer to dispense funds as appropriated by the Executive Council.
- f. Shall be responsible for, and have use of, the Student Government Association Office.
- g. Shall send minutes from Executive Board and Senate meetings out to the student body.

- h. Shall work directly with other Executive Board members to maintain currency of Student Government
- i. Shall observe one meeting of each student organization each semester.
- j. Shall abstain from voting during Senate meetings.
- k. Shall oversee all other duties outlined under the Student Government Association's Constitution.
- l. Shall preside over all meetings of the Student Senate.
- m. Presidential transitions shall occur in May at the last Senate meeting, then shall assume the right and responsibility as President in the Fall of the following year.

## B. Vice President

### 1. Qualifications

- a. Shall have been a student at Iowa Wesleyan University for at least two semesters before taking office.
- b. Shall have been an active member of the Student Government Association for at least one semester.
- c. Must be a full-time student.
- d. Must have a cumulative grade point average of at least 2.75.

### 2. Duties

- a. Shall preside over all meetings of the Student Senate in the absence of the President.
- b. Shall assume all duties and responsibilities of the Student Body President in case of vacancy for the remainder of the original term.
- c. Shall serve on the Student Conduct Committee (SCC) and follow the duties assigned through the committee
- d. Shall serve on the Student Food Committee (SFC) and follow the duties assigned through the committee
- e. Shall have the right to vote during Student Senate meetings.
- f. Shall have responsibility for, and use of, the Student Government Association Office.
- g. Shall oversee all other duties outlined under the Student Government Association's Constitution.
- h. Will nominate the Supreme Court Justices to be confirmed by the Executive Board and then the Senate
- i. Shall schedule and lead an Executive Board meeting once a semester.
- j. Shall observe one meeting of each student organization each semester.
- n. Vice - Presidential transitions shall occur in May at the last Senate meeting, then shall assume the right and responsibility as Vice President in the Fall of the following year.

C. Impeachment

1. Grounds for impeachment of either the President and/or Vice President shall be malfeasance of duty.
2. Impeachment shall be overseen by the Student Senate and Coordinator of Student Engagement.
3. If necessary, the impeachment case may be appealed to the Supreme Court.

D. Treasurer:

- a. Shall be solely responsible for the books and financial records of the Senate.
- b. Shall be available to assist all Senate-funded groups in financial matters.
- c. Shall be responsible to co-sign for any purchases made with Student Senate funds, as approved by the Senate.
- d. Shall have responsibility for, and use of, the Student Government Association Office.
- e. Shall observe a meeting of one student organization each semester.
- f. Shall be a member of the Executive Council.
- g. May be removed from this office by a 2/3 vote of the Student Senate.
- h. Officer transitions shall occur in May at the last Senate meeting, then shall assume the right and responsibility as Treasurer in the Fall of the following year.

E. Secretary:

- a. Shall keep all records and minutes of the Student Senate and forward those minutes to the President.
- b. Shall be a member of the Executive Council.
- c. Shall keep all records and minutes of the Executive Council and forward those minutes to the President.
- d. Shall have responsibility for, and use of, the Student Government Association Office.
- e. Shall observe one organization meetings each semester.
- f. Shall keep a current account of all legislation passed by the Student Senate
- g. Shall distribute a typed copy of the minutes in following meeting
- h. May be removed from this office by a 2/3 vote of the Student Senate.
- i. Officer transitions shall occur in May at the last Senate meeting, then shall assume the right and responsibility as Secretary in the Fall of the following year.

F. No person shall hold more than one position in either the Executive, Legislative, or Judicial sections of the Student Government Association. However, members may also serve on sub-committees formed by the Student Senate.

G. Partnership

1. Both President and Vice President and other Executive Board members will work with the Office of Student Engagement

2. Work including:
  - i. Scheduling
  - ii. Restructuring Documents
  - iii. Service Projects

#### H. Line of Succession

- a. The line of succession is as follows – President, Vice President, Treasurer, Secretary
- b. If an office is left vacant, each person in the line of succession has the right to decline to succeed to the office. If no officer is willing to take the vacant office, the remaining members of the Executive Board will appoint a Senator to assume the duties of the office with the approval of 2/3 of the Student Senate.

#### I. Executive Board Meeting

- a. Shall meet once a month prior to the Senate meeting
- b. President or Vice President shall run the meeting
- c. Meetings will pertain to new organization paper work, review of facility usage form request, and/or an organizations fund request form.

## II. LEGISLATIVE BRANCH

#### J. Membership

1. The members of the Senate will be representatives from one hallway in every residential building and all the organizations that wish to be recognized at Iowa Wesleyan University. Each organization must have a different representative. A Senator may represent multiple organizations only in extenuating circumstances; which will be addressed to the Student Body President prior to the meeting.
2. All organization must update their group constitutions every five years and submit to Student Government Association for approval
3. These members shall also be known as Student Body Senators.
4. Membership Benefits:
  - a. Marketing of group on Iowa Wesleyan University Website
  - b. Access to campus resources for events
    - i. Printing of activity posters
    - ii. Room rental
    - iii. Other resources as available
  - c. Host events for all of Iowa Wesleyan University Community
  - d. Additional funding by approval from Student Government Association

#### K. Absences Pertaining to the Student Senate

- a. The Executive Council shall determine the criteria for excused absences.
- b. A Senator wishing to be excused shall notify the Vice President prior to the Senate Meeting.
- c. The Executive Council shall then, by a majority vote, determine if the absence will be excused, and shall advise the Senator of its decision.
- d. Each organization shall be granted two (2) unexcused absences an academic year, after two absences that organization will be placed on probation. Upon a third absences that organization's Student Government Association dismissal for one semester at which they are then allowed to resubmit a New Organization Form for an opportunity to be voted back in by the Senate.

#### L. Meetings

- a. The Student Senate shall meet at least once each month during the academic calendar. A majority shall consist of over half of the members present and voting at a meeting of the Student Senate.
- b. A quorum shall consist of over one half of the recognized voting members of the Student Senate.
- c. All organizations are required to send on representative to monthly meetings

#### M. Elections

##### President and Vice President

- a. A campus Wide election for the President and Vice President shall be held in April.
- b. Presidential and Vice Presidential candidates must run on the same ticket.
- c. All candidates must be elected by a plurality of votes. If there should be a tie, there will be a run-off election within one week of the general election.
- d. All students have the right to vote and can only vote once.
- e. The Student Government Association Advisor is responsible for running the election.

### III. JUDICIAL BRANCH

#### Supreme Court

1. Shall consist of 3-5 students from the Senate
2. Shall be chosen by the Vice President from a pool of those who volunteered then voted in by the Executive Board.
3. After voted in their names will be announced at the next Senate meeting
4. These 3-5 students will be known as Justices

5. Justices must attend one Student Body Executive Board meeting each semester
6. Justices will have a term of one year
7. Justices must have been student for 2 semesters or more.

#### **Student Conduct Committee**

1. Shall consist of 5 students of junior to senior level
2. Will be brought together in an event where a student violates school conduct code.
3. Committee shall refer to the Student Conduct Committee Handbook for direct instruction.
4. This Committee will be led by the Student Body President, who will give an update on when the committee met at the next Student Government meeting. The case involved is confidential.

#### **Student Food Committee**

1. Shall consist of 5 students
2. Students will be chosen on a volunteer basis through the Student Senate.
3. President and Vice President will hold spots in the committee
4. Purpose is to brainstorm ideas on how to make the food and experience of the dining hall more enjoyable for all students.
5. The Vice President of the Student Body will meet with the Manager of Sodexo to inform him/her of the thoughts of the group.

### **IV. AMENDMENTS TO THE BY-LAWS**

- i. A proposal for an amendment to the by-laws must be brought up to the Student Senate. The Student Senate shall vote to amend the by-laws with a 2/3 vote and receive a simple plurality of votes in favor of the amendment(s) by the student body.
- ii. It shall be automatically tabled for at least one week.

