

Article IV. CONSTITUTION OF THE STUDENT GOVERNMENT

Section 1. Guiding Principle

The Student Body of the College of Staten Island of The City University of New York hereby establishes the Student Government of the College in accordance with Article XV and Article XVI of the Bylaws of the Board of Trustees, which enumerates the principles and procedures governing the rights, conduct, and organizations of students. As formulators of this constitution, we impose our intention upon all officers charged with its enforcement: That they shall govern impartially and grant funds and services equitably to all qualified students under the aegis of the College.

Section 2. Mission Statement

- a. To represent the needs and aspirations of all students at the College of Staten Island of the City University of New York to the faculty and administration of the college and university
- b. To protect the rights and welfare of students at the College of Staten Island
- c. To secure meaningful participation in academic policy, curriculum formation, and have representation in other decision-making bodies
- d. To engage in all other activities necessary to represent the students of the College of Staten Island
- e. To advocate for the proper and responsible disbursement and expenditure of all Student Activity Fees.
- f. This body does not discriminate on the basis of age, gender, sex, sexual orientation, race, ethnicity, creed, national or social origin, differently abled, citizenship status, or any other reasons.

Section 3. Eligibility for Franchise and for Office

All students who pay their student activity fee shall be eligible to vote. All voters in good academic standing and with at least a 2.25 grade-point average shall be eligible for nomination and for office. A 3.0 grade-point average is required for the Graduate Seat. If at any time the grade-point average of a student elected to the Student Government falls below 2.25 or 3.0 for Graduate seat, said student will be automatically dropped from the Student Government. If the grade-point average of the President or Vice President falls below 2.25, said student will no longer be eligible to hold the position of President or Vice President and a new election from among the Student Government members will be held to fill the vacancy. In order to serve each semester a student must have completed and earned passing grades in at least 50% of the credits for which they registered the prior semester, but in no event less than 3 credits.

This body shall follow CUNY Board of Trustees Policy 7.15, entitled Student Government and University Student Senate, Section 1 for the eligibility of senators which supersedes the above eligibility requirements.

Section 4. Student Government

a. Membership

The Student Government shall be composed of 26 representatives as follows:

- Eleven Lower Division Seats
- Eleven Upper Division Seats
- Two Graduate seats
- One President
- One Vice President

Elections

An annual election shall be held during the month of April. At the annual election students shall be elected to serve on the Student

Government into the specific seats as listed in Section (4) Membership.

At the annual election, student representatives shall also be elected to serve on the following bodies: College Council, Faculty-Student Disciplinary Committee, Auxiliary Services Corporation and the CSI Association, Inc.

Subsequent vacancies in Student Government shall be filled by the Student Government at the second meeting in October by a majority vote of the senators currently serving on the Student Government after a minimum of two 1 week's appropriate notice, unless more than 1/5th (20%) of the seats are vacant and contested. In that case a special election (voted by the student body) will be held by the last week in October to fill the vacancies. In the spring semester, subsequent vacancies will be filled by the Student Government at the last meeting in February, by a majority vote of the senators currently serving on the Student Government after a minimum of two weeks appropriate notice.

b. Terms of Office

Senators elected in the annual election shall hold office beginning June 1 and ending May 31 of the following year.

Senators elected by special election shall hold office for the remainder of the academic year. The term of office for all Senators shall automatically expire upon no longer meeting eligibility requirements, graduation, withdrawal, or dismissal from the college. Students may not serve in Student Government for more than a total of five years. Students shall be permitted to serve in the same office in Student Government for a maximum of two years.

Senators are expected to attend all regular and special meetings.

For details on attendance, impeachment, and removal from office see Section. 9 Removal and Impeachment

c. Meetings

Regular Meetings. The Student Government shall hold regular meetings during the first two weeks in June, the first week of the fall semester and at least every second week thereafter, except on dates when The College is closed, and during the first week of the spring semester and at least every second week thereafter, except upon waiver by two-thirds of the Student Government. Regular meeting dates may be moved, changed, or added by the President or SG Coordinator with a notice of at least 5 days in advance of the proposed date change.

Special Meetings. Special meetings may be called by the president of the Student Government, or by a petition signed by one-third of the Student Government, or by a petition signed by 500 members of the student body. Special meetings are defined as ones at which one item of business is discussed. Notification of such meetings must be made in writing to all senators at least three business days prior to such a meeting and must be held within 12 days of calling said meeting.

Student Government Open Forum. A Student Government Open Forum shall be held a minimum of two times per semester. The President of the Student Government shall be responsible for convening these meetings.

Quorum. One-half plus one of the total senators, including vacancies, shall constitute a quorum.

Parliamentary Rules. Procedures shall accord with the latest edition of ROBERT'S RULES OF ORDER, except when inconsistent with this Constitution, Article XV of the Bylaws of the Board of Trustees and the laws of the City, State and Nation.

d. Duties and Responsibilities

The Student Government shall:

- 1) Elect the chairpersons of its commissions;
- 2) Approve the composition of commission memberships;
(number of senators and students at large)
- 3) Consider disciplinary action against any officer, senator, commission member, or any other person responsible to and under the jurisdiction of the Student Government, on receipt of formal written charges by the Student Government. The Student Government must act on the charges within ten days of receipt. The latest edition of ROBERT'S RULES OF ORDER shall prevail at hearings or trials.
- 4) Advise and inform the student body, the faculty, and the administration on pertinent matters; 2 and advocate for the student body;
- 5) Investigate and act on any matter affecting the general welfare of the student body;
- 6) Direct the president of the Student Government as to the implementation of any measure enacted by the Student Government;
- 7) Refer any pertinent matter to a referendum of the student body;
- 8) Call meetings of the student body, pursuant to Section 4(d) of this constitution;

- 9) Senators must follow the attendance policy outlined in Section 9. Removal and Impeachment;
- 10) Determine the disposition of the earmarked student activity fee where Student Government is designated as the allocating body pursuant to Article XV and Article XVI of the Bylaws of the Board of Trustees, which provide for a public hearing;
- 11) Charter or otherwise authorize teams (excluding intercollegiate), publications, organizations, associations, clubs or chapters, and refuse, suspend, or revoke any charter or authorization for cause after a hearing;
- 12) Delegate responsibility for the implementation of its specific functions hereunder to any officer or committee it may appoint and have the following standing committees:
 - i. **Personnel.** Membership of the Personnel Committee will include the President, Vice President, Commissioner on Fiscal and Financial Affairs, Commissioner on Clubs, and Commissioner on Non-Traditional Students.
 - ii. **Marketing and Social Media Committee.**
- 13) Develop semester or issue focused ad hoc committees according to the needs of the student body. Any and All Ad Hoc Committee formed by The Student Government shall be recorded for distribution to future Student Government Senates. Examples of ad hoc committees include, but are not limited to, the International Affairs Committee, Community Service Committee, Graduate Degree Committee, Associates Degree Committee, and the Social Consciousness and Community Engagement Committee.

- 14) Any budget item passed by the Student Government may be appealed by a signed petition of at least 500 members of the student body. All business on any budgetary item under appeal must be halted immediately when said completed petition is received with a mandatory open meeting being held within 12 days.

Section 5. President and Vice President of the Senate

a. Election and Term of Office

The President and Vice President are elected by the student body in the general election. Upon resignation, dismissal, or incapacitation of the president, the current vice president shall serve as president and an in-house election shall take place to elect a new vice-president from amongst the members of the Senate, with the new president and vice president serving until the end of the elected term of office of the outgoing president.

b. Duties and Responsibilities

The President of the Student Government, or the Vice President of the Student Government should the President be unable to fill their duties or if otherwise assigned by the President, shall:

- i. Preside over meetings of the Student Government;
- ii. Give a timely report of all activities undertaken on behalf of the Student Government;
- iii. Prepare the agenda for meetings of the Student Government;
- iv. Implement measures enacted by the Student Government and submit periodic progress reports;

- v. Preside over meetings of the student body;
- vi. Represent the student body at official functions;
- vii. Represent the student body in the College Council either directly or through a designee;
- viii. Prepare a transition document at the end of their term of office, which will provide an overview of the Student Government's accomplishments, ongoing initiatives and future goals;
- ix. Ensuring Commissioners and Senators are upholding their responsibilities.

The Vice President of the Student Government shall:

- i. Receive updates from and coordinate with the committees of Student Government in achieving their goals and upholding their responsibilities;
- ii. Ensure the promotion and communication of Student Government to the student body;
- iii. Uphold other responsibilities delegated by the President.

Section 6. Commissioners

The Student Government shall elect one of its number as commissioner of each of eight standing commissions charged with drafting legislation for consideration by the Student Government and recommending methods of implementing such legislation. No senator shall hold more than one commissioner and one deputy commissioner position on Student Government except in the case of a sudden vacancy whereby a senator could hold a temporary commissioner or deputy position on another commission until such time as the vacancy can be permanently

filled. Neither the President nor the Vice President may serve as commissioner for any commission. Each Commissioner shall appoint additional members, which shall be reported to the Student Government prior to members taking their seat on the commission. The Commissions are as follows:

- 1) Commission on Fiscal and Financial Affairs
- 2) Commission on Clubs
- 3) Commission on Campus Center, Student Facilities, and Sustainability
- 4) Commission on Student Services
- 5) Commission on Academic and Curricular Affairs
- 6) Commission on Student Elections and Advocacy
- 7) Commission on Non-Traditional Students
- 8) Commission on Accessibility, Inclusion, and Diversity

a. Election and Term of Office

Only Senators shall be eligible to serve as Commissioners. The election process for commissioners shall begin at the second meeting of the Student Government. Commissioners will be elected by majority vote of the total senate, including vacancies, and shall serve for a term of one year (June 1 - May 31).

b. Duties and Responsibilities

The Commissioners shall:

- i. Submit to the Student Government the commission bylaws, membership and operating procedures by the second meeting of the fall semester and the meeting schedule for fall and spring by the second meeting of each semester.
- ii. Report a minimum of once per month to the Student Government on the operation, finances and activities of the commission;

- iii. Maintain the commission's funds in conformity with the accounting procedure of The College of Staten Island Association, Inc.;
- iv. Report to the Student Government commission membership, which comprise no more than two senators, in addition to the Commissioner, including the appointment of a deputy commissioner who must be a Student Government senator, who will assume the duties of the commissioner should the commissioner be unavailable to fulfill said duties;
- v. Prepare a transition document at the end of their term of office, which will provide an overview of the commission's accomplishments, ongoing initiatives and future goals.
- vi. The Club Commissioner cannot be an officer of any chartered club; the Election Commissioner cannot serve on the Student Election Review Committee.

Section 7. Duties & Responsibilities of Student Government Members

- a. Each semester Student Government senators shall establish office hours. Members shall furnish their availability for office hours to the Student Government Coordinator in writing by the second meeting of each semester.
- b. Each senator must serve on a minimum of one Student Government committee or commission, but no more than three commissions.

Section 8. Meetings of the Student Body

The Student Government may call discretionary meetings of the student body to inform the students of actions taken by the Student Government, to discuss other pertinent matters, and to solicit student opinion. Motions

passed at such meetings shall be considered resolutions advising the Student Government, without binding effect.

Section 9. Removal and Impeachment

a. Removal for Attendance

- i. Any senator who has obtained four unexcused absences in the Fall Semester, including the two June meetings, or three unexcused absences in the Spring Semester shall automatically be removed from office. Absences are excused at the discretion of the President.
- ii. The President shall determine whether a given excused absence falls within one of the following categories: emergency illness (accompanied by a doctor's note), conflict due to class, conflict due to attendance at another College board or committee meeting when they are representing the Student Government, Religious holiday, or a personal emergency. The Vice President shall determine excused absences of the President.
- iii. The Student Government Coordinator shall keep an official record of attendance per semester.

b. Impeachment and Removal

Any and all impeachment proceedings shall follow Robert's Rules of Order (Newly Revised Edition). A member may only be expelled for gross misconduct of office, misappropriation of funds, failure to fulfill said member's assigned responsibilities, and/or willful violation of this constitution.

- i. The Student Government must act on any charges within ten days of receipt.

- ii. The Senate will decide upon a professional parliamentarian, by a simple majority vote, who will act as the presiding officer of all trial proceedings.
- iii. As Student Government is the prosecuting body of the impeachment process, there shall be a Jury appointed by the Office of Student Life that will consist of the Student Government Coordinator (or an alternate staff member agreed upon by a simple majority vote of the senate), 2 faculty, 2 Student Government senators, and 4 students-at-large that will be the determining factor of a guilty or not guilty verdict OR the Faculty-Student Disciplinary Committee shall be the deciding body. Only under the stipulation that both the Faculty-Student Disciplinary Committee and the appointed Jury cannot be formed or called upon, then the Senate shall serve as jury for the case. In such a case, a two thirds majority vote of the entire senate is required in order to remove a senator from office.
- iv. Any student that has been removed from office due to disciplinary measures of the college or through the impeachment process shall be ineligible to hold office in Student Government.
- v. In the case of the removal of a senator causing a vacancy in the office of The President, Vice President, or a Commissioner. An immediate election will be held at the earliest possible Student Government meeting to fill those vacancies from within The Student Government's own body. In the case where the election of a senator to one position creates a vacancy in another position, elections may be continued until all vacancies are filled.

Article V. AMENDMENTS

Section 2. Amendments to Article IV.

Amendments to Article IV (Constitution of the Student Government) may be proposed by: a) a vote by a quorum_of the Senators at a meeting of the Student Government, or b) a petition containing the signatures of 10% of the student body. An amendment shall be adopted through the approval of the majority of the student body who vote in a referendum and approval of the College President or designee.