



# **RAMAPO COLLEGE OF NEW JERSEY**

Constitution of the Student Government Association

(2020–2021)

# Table of Contents

<b>Preamble</b> .....	<b>5</b>
<b>Article I: Names</b> .....	<b>5</b>
<b>Article II: Objectives</b> .....	<b>5</b>
<b>Article III: Membership</b> .....	<b>5</b>
Section I: Requirements .....	5
<b>Article IV: Executive Board</b> .....	<b>6</b>
Section I: Members .....	6
Section II: President.....	6
Section III: Vice President.....	8
Section IV: Treasurer .....	8
Section V: Secretary .....	9
<b>Article V: Cabinet</b> .....	<b>10</b>
Section I: Members .....	10
Section II: Chief of Staff.....	11
Section III: Secretary of Academic Affairs .....	12
Section IV: Secretary of Diversity and Inclusion.....	13
Section V: Secretary of Sustainability.....	13
Section VI: Secretary of Programming .....	14
Section VII: Secretary of Public Relations .....	15
Section VIII: Secretary of Commuter Affairs .....	15
Section IX: Secretary of Delegate Affairs .....	16
Section X: Secretary of Fraternity and Sorority Life .....	16
Section XI: Secretary of Governmental Affairs.....	17
<b>Article VI: Legislative Branch</b> .....	<b>18</b>
Section I: Definition .....	18

Section II: Members .....	18
Section III: Senators-at-Large, Full Term .....	19
Section IV: Senator-at-Large, Abbreviated Term .....	19
Section V: School Senators .....	20
Section VI: Senate President .....	21
Section VII: Senate Vice President .....	22
Section VIII: Senate Secretary .....	22
Section IX: Interim Elections .....	23
<b>Article VII: Judicial Panel .....</b>	<b>23</b>
Section I: Definition .....	23
Section II: Members .....	24
Section III: Chief Panelist .....	25
Section IV: Executive Panelist .....	25
Section V: Legislative Panelist .....	26
Section VI: Decisions .....	26
Section VII: Hearings .....	28
Section VIII: Temporary Panelist .....	28
<b>Article VIII: Associate Members .....</b>	<b>29</b>
Section I: Delegates .....	29
Section II: Student Trustee .....	29
Section III: Student Governor .....	31
<b>Article IX: Impeachment .....</b>	<b>32</b>
Section I: Grounds .....	32
Section II: Proceeding .....	32
Section III: Appeal Process .....	33
Section IV: Sanctions .....	33
Section V: Non-Elected Members .....	33

**Article X: Amendments .....34**  
    Section I: Constitution ..... 34  
    Section II: Bylaws..... 34  
**Article XI: Ratifications .....35**  
    Section I: The Constitutional Conference of April 8th, 2019 ..... 35  
    Section II: The Constitutional Conference of April 29th, 2019 ..... 36

## **Preamble**

We, the students of Ramapo College of New Jersey, in order to improve student life and serve in the best interest of the student body; to represent, lead and unify the student body; and to work with the Board of Trustees, Administration, Faculty, and Staff of Ramapo College, do hereby establish the Student Government Association of the Ramapo College of New Jersey and adopt this constitution.

## **Article I: Names**

The name of this organization shall be called the Student Government Association of Ramapo College of New Jersey; hereafter referred to as "SGA."

## **Article II: Objectives**

The purpose of SGA is to serve as the official voice of the student body while acting as the formal liaison to the Board of Trustees, Administration, Faculty, and Staff. SGA shall work to improve student life and serve in the best interest of the student body.

## **Article III: Membership**

### **Section I: Requirements**

**Clause I:** The requirements for membership outlined hereafter shall not apply to Delegates, whose requirements shall be defined in the Delegate Program by the Secretary of Delegate Affairs.

**Clause II:** No person shall be an SGA member who shall not: be an enrolled student of Ramapo College; maintain a cumulative GPA of 2.5; and be in good academic and social standing within the policies of Ramapo College; withstanding members of the Executive Board who shall maintain a GPA of 2.75.

**Clause III:** SGA members shall be in attendance of all meetings required of their positions as defined in the Bylaws.

**Clause IV:** SGA members must serve as active members on at least one SGA Committee.

**Clause V:** SGA members must serve office hours on a weekly basis, as defined in the Bylaws.

**Clause VI:** SGA members shall hold a term of office lasting 1 May through 30 April; withstanding associate members and Panelists.

**Clause VII:** SGA members must fulfill the duties expected of their positions as outlined in the Bylaws and herein;

## **Article IV: Executive Board**

### **Section I: Members**

**Clause I:** The Executive Board of SGA shall comprise the Student Government President, Vice President, Treasurer, and Secretary.

### **Section II: President**

**Clause I:** The Student Government President shall be the officer to establish the vision of the Executive Board and ensure that the goals of the SGA are aligned with those of the Constitution.

**Clause II:** The Student Government President shall be in attendance of all SGA General meetings, Cabinet meetings, Executive Board meetings, and Board of Trustees meetings.

**Clause III:** The Student Government President shall meet with the President of the College at least, but not limited to, once a month.

**Clause IV:** In order for Senate endorsed policies, bills, resolutions, and legislation to be valid, they must be signed by the Student Government President.

**Clause V:** The Student Government President shall have the power to veto legislation approved by the Senate within a timely manner.

**Clause VI:** If the Senate overrides a Presidential veto for legislation, the President is obligated to sign said legislation.

**Clause VII:** The Student Government President shall have the power to enforce the requirement of each SGA member to participate in community service of at least four hours per semester.

**Clause VIII:** In the event of a vacancy in the position of Student Government President, the Student Government Vice President will assume the position and duties of the Student Government President as stated in Article III Section 2.

**Clause IX:** The Student Government President shall propose Bylaws to the Senate at Fall Semester training. Bylaws need to be approved by a two-thirds majority of the Senate.

**Clause X:** The Student Government President shall review the constitution prior to fall semester training.

**Clause XI:** One of the two SGA advisors will be the Director of the Center of Student Involvement. In the event that the Director of the Center of Student Involvement declines the position, the SGA President will nominate another advisor to be approved by a two-thirds majority of the entire organization.

**Clause XII:** The Student Government President shall appoint SGA members to college-wide committees.

**Clause XIII.** The Student Government President shall be allowed to say “on behalf of the SGA” for ceremonial purposes.

### **Section III: Vice President**

**Clause I:** The Student Government Vice President shall assume the responsibilities of the Student Government President during planned and unplanned absences of the Student Government President.

**Clause II:** The Student Government Vice President shall chair the Constitutional Review Committee.

**Clause III:** The Student Government Vice President shall serve on the Allocations Committee.

**Clause IV:** In the event of the vacancy in the position of Student Government Vice President, the Student Government President shall appoint a current elected or appointed member to fill the Vice-Presidential position. This nominee is to be confirmed by a two-thirds vote of the Senate.

### **Section IV: Treasurer**

**Clause I:** The Treasurer shall oversee all financial operations of the SGA.

**Clause II:** The Treasurer shall submit monthly financial reports, which include budget updates, monthly expenditures, and a year to date budget update to the Executive Board, Cabinet, and the Senate.

**Clause III:** The Treasurer shall run at least one audit of the organization per academic year.

**Clause IV:** The Treasurer shall hold at least, but not limited to, one monthly meeting with the Financial and Technological Adviser for Clubs and Organizations or equivalent position.

**Clause V:** In the event of the vacancy in the position of Student Government Treasurer, the Student Government President shall appoint a current elected or

appointed member to fill the treasurer position. This nominee is to be confirmed by a two-thirds majority of the Senate.

**Clause VI:** The Treasurer shall serve on the Allocations Committee.

**Clause VII:** The Treasurer shall be in charge of keeping a record of all Student Government Check Requisition paperwork and submitting it to Student Activities Revenue Management and a file copy to the Secretary of SGA.

**Clause VIII:** The Treasurer shall act as an ex officio member of the Finance committee of the Board of Trustees.

**Clause IX:** The Treasurer shall be a student of Ramapo College for at least one semester at the time of the election

**Clause X:** In the event that the budget invoices, paperwork, payments, etc. are not finalized by 30 April for that academic year, the outgoing treasurer is expected to assist the newly elected treasurer to ensure all financial documents are reconciled for the outgoing treasurer's term.

### **Section V: Secretary**

**Clause I:** The Secretary shall record the minutes of all General and Cabinet meetings, and forward copies of the minutes to the Organization and other designated college officials.

**Clause II:** The Secretary shall maintain all organizational documents.

**Clause III:** The Secretary shall maintain attendance records of members at all General meetings.

**Clause IV:** The Secretary shall maintain all General and committee minutes in the Student Government office and on the Student Government Archway account that is accessible to the public.

**Clause V:** In the event of the vacancy in the position of Student Government Secretary, the Student Government President shall appoint a replacement to fill the Secretary position. This nominee is to be confirmed by a two-thirds majority of the Senate. The Senate Secretary will temporarily fill in the role.

**Clause VI:** The Secretary shall maintain and file all Liaison Reports in the Student Government Office and on the Student Government Archway and Google Drive.

**Clause VII:** The Secretary shall author, with support from Student Government, an annual report of Student Government noting the Association's achievements, challenges, and financial records.

**Clause VIII:** The Secretary shall coordinate the maintenance of SGA mail, SGA legislative policies, Cabinet office hours, Senate office hours, and enforce SGA member duties.

**Clause IX:** The Secretary shall be responsible for maintaining the efficiency of office supplies, including all printers, computers, etc.

**Clause X:** The Secretary shall be a student at Ramapo College for at least one semester at the time of the election.

## **Article V: Cabinet**

### **Section I: Members**

**Clause I:** The Student Government President shall have the power to appoint their Cabinet, with the approval of two-thirds of the Senate under set guidelines.

**Clause II:** The Cabinet shall consist of a Chief of Staff, a Secretary of Academic Affairs, a Secretary of Diversity and Inclusion, a Secretary of Sustainability, a Secretary of Programming, a Secretary of Public Relations, a Secretary for Commuter Affairs, a Secretary of Delegate Affairs, a Secretary of Fraternity and Sorority Life, and a Secretary of Governmental Affairs.

**Clause IV:** Each Cabinet member shall submit no less than three secretarial reports each semester.

**Clause V:** Vacancies in the Cabinet are to be filled such that the Student Government President shall nominate a student candidate for the vacancy to be confirmed by the Senate with a two-thirds vote.

**Clause VI:** The Chief of Staff shall be held accountable for maintaining the effectiveness of Cabinet which shall be considered part of the Executive Branch.

## **Section II: Chief of Staff**

**Clause I:** The Chief of Staff shall serve as the Chief advisor to the President and Vice President.

**Clause II:** The Chief of Staff shall carry out the agenda set by the President and Vice President.

**Clause III:** The Chief of Staff shall serve as a resource to assist the Executive Board in fulfilling their duties and responsibilities.

**Clause IV:** The Chief of Staff shall ensure that tasks and projects assigned to the Cabinet are completed efficiently in a manner that best represents the Student Government Association.

**Clause V:** The Chief of Staff shall work with the President to conduct performance evaluations and meet individually with Cabinet members.

**Clause VI:** The Chief of Staff shall assist the Secretary in maintaining the Student Government Office.

**Clause VII:** The Chief of Staff shall maintain and share the documents and reports of the Cabinet.

**Clause VIII:** In the event of the vacancy in the position of Chief of Staff, the Student Government President shall appoint a replacement.

**Clause IX:** The Chief of Staff shall maintain and file all financial documents in the Student Government Office.

**Clause X:** The Chief of Staff shall coordinate Cabinet office hours and enforce Cabinet member duties.

**Clause XI:** The Chief of Staff shall be a student of Ramapo College for at least one semester at the time of appointment.

### **Section III: Secretary of Academic Affairs**

**Clause I:** The Secretary of Academic Affairs shall serve as the chair of the Academic Affairs Committee.

**Clause II:** The Secretary of Academic Affairs shall be an ex officio member of the Academic Affairs Committee of the Board of Trustees.

**Clause III:** The Secretary of Academic Affairs may propose and introduce legislation to be voted on by the Senate which concerns the Division of Academic Affairs of Ramapo College.

**Clause IV:** The Secretary of Academic Affairs shall remain in regular contact with the Division of Academic Affairs and the Faculty Assembly.

**Clause V:** The Secretary of Academic Affairs shall hold at least, but not limited to, one monthly meeting with the Provost, Vice President of Academic Affairs or equivalent position.

**Clause VI:** The Secretary of Academic Affairs shall serve as the student representative at Provost Council meetings.

**Clause VII:** The Secretary of Academic Affairs shall be responsible for making sure there is a student representative on Faculty Task Force Committees.

#### **Section IV: Secretary of Diversity and Inclusion**

**Clause I:** The Secretary of Diversity and Inclusion shall be in attendance of all SGA General meetings and Cabinet meetings.

**Clause II:** The Secretary of Diversity and Inclusion will serve as a liaison between the SGA and student cultural clubs/organizations.

**Clause III:** The Secretary of Diversity and Inclusion shall serve as the chair of the Diversity and Inclusion Committee.

**Clause IV:** The Secretary of Diversity and Inclusion shall promote the active recruitment of a diverse student body and faculty and seeks to enhance the quality of life of all students and alert the student government association to all social justice issues concerning the campus and its community.

**Clause V:** The Secretary of Diversity and Inclusion shall aid the campus community by establishing and co-sponsoring events that include diversity dialogue to create a culture and community of respect.

#### **Section V: Secretary of Sustainability**

**Clause I:** The Secretary of Sustainability shall be in attendance at all SGA General meetings and Cabinet meetings.

**Clause II:** The Secretary of Sustainability or a trained designee shall be in attendance at all Senate meetings.

**Clause III:** The Secretary of Sustainability shall be in attendance at all the President's Committee on Campus Sustainability (PCCS) meetings.

**Clause IV:** The Secretary of Sustainability shall be the liaison to the Director of the Sustainability Center.

**Clause V:** The Secretary of Sustainability shall serve as a liaison between the SGA and Ramapo Green, connecting all student clubs and organizations interested in sustainability issues.

**Clause VI:** The Secretary of Sustainability shall be in charge of overseeing and enforcing the Sustainable Procurement Policy and Registry.

**Clause VII:** The Secretary of Sustainability shall serve as the chair of the SGA's Sustainability Committee, which will be made up of representatives from each of the clubs and organizations that choose to participate.

**Clause VIII:** The Secretary of Sustainability shall advocate for and help develop student-led sustainable policies on campus.

**Clause IX:** The Secretary of Sustainability shall advocate for and help recruit participants for the Sustainable Living and Eco-Stewardship (SLE) Program.

**Clause X:** The Secretary of Sustainability shall aid the campus community in establishing and co-sponsoring events that generate sustainability dialogue and awareness across the college community.

#### **Section VI: Secretary of Programming**

**Clause I:** The Secretary of Programming shall serve as the chair of the Programming Committee.

**Clause II:** The Secretary of Programming shall hold at least one monthly meeting Associate Director of the Center for Student Involvement.

**Clause III:** The Secretary of Programming shall act as an intermediary between Student Government and the Center of Student Involvement.

**Clause IV:** The Secretary of Programming shall be responsible for coordinating the following, but not limited to, events:

Founders' Day

The End of the Year Event

Election Events

Inauguration

Oktoberfest

The scope of responsibilities of Oktoberfest will be determined annually via collaboration between the SGA President and the Programming Committee.

**Clause V:** The Secretary of Programming shall be responsible for coordinating co-sponsored events or activities with other clubs and organizations.

### **Section VII: Secretary of Public Relations**

**Clause I:** The Secretary of Public Relations shall serve as the chair of the Public Relations Committee.

**Clause II:** The Secretary of Public Relations shall be responsible for communicating to the public about SGA events, meetings, necessary updates, and measuring the effectiveness of those communications.

**Clause III:** The Secretary of Public Relations shall strive to upgrade and maintain SGA's community presence and technological assets.

**Clause IV:** The Secretary of Public Relations shall be the administrator of all Student Government Association web pages as well as all social media accounts.

**Clause V:** The Secretary of Public Relations shall serve as the official correspondent to other colleges and universities.

### **Section VIII: Secretary of Commuter Affairs**

**Clause I:** The Secretary of Commuter Affairs must be a non-resident student.

**Clause II:** The Secretary of Commuter Affairs shall serve as the chair of the Commuter Affairs Committee.

**Clause III:** The Commuter Affairs Committee shall be a body of registered students working to unite and represent the best interests of commuter students.

**Clause IV:** The Commuter Affairs Committee will be open to all registered non-resident and resident students.

**Clause V:** The Secretary of Commuter Affairs must meet at least once a month with the Center for Student Involvement Commuter Affairs Staff.

### **Section IX: Secretary of Delegate Affairs**

**Clause I:** The Secretary of Delegate Affairs shall oversee the recruitment of Delegates into their Delegate Program as stated in Article VI, Section I.

**Clause II:** The Secretary of Delegate Affairs shall maintain a portfolio of all active delegates and file said portfolio with the Secretary.

**Clause III:** The Secretary of Delegate Affairs shall be responsible for collaborating with Student Success and Admissions for the Freshmen Leadership Conference.

### **Section X: Secretary of Fraternity and Sorority Life**

**Clause I:** The Secretary of Fraternity and Sorority Life must be a member of a Greek organization.

**Clause II:** The Secretary of Fraternity and Sorority Life shall hold at least, but not limited to, one monthly meeting with the Director of Fraternity and Sorority Life, or equivalent position.

**Clause III:** The Secretary of Fraternity and Sorority Life shall hold at least, but not limited to, one monthly meeting with UCGC, PFC, IFC, or CPH.

**Clause IV:** The Secretary of Fraternity and Sorority Life shall act as an advocate for the Fraternities and Sororities of Ramapo College.

**Clause V:** The Secretary of Fraternity and Sorority Life may propose and introduce legislation that concerns Fraternity and Sorority Life within Ramapo College to be voted on by the Senate.

**Clause VI:** The Secretary of Fraternity and Sorority Life shall work as a liaison between the community of Fraternities and Sororities and the student population at large to develop a wholly integrated community.

### **Section XI: Secretary of Governmental Affairs**

**Clause I:** The Secretary of Governmental Affairs shall work as a liaison to the Ramapo College Government Relations Officer, or equivalent position.

**Clause II:** The Secretary of Governmental Affairs must meet with their liaison at least once every two weeks.

**Clause III:** The Secretary of Governmental Affairs shall collaborate with the SGA President and SGA members of other colleges and universities to work on government-oriented initiatives such as letter-writing campaigns and reaching out to different government representatives for various advocacy efforts.

**Clause IV:** The Secretary of Governmental Affairs shall gather appropriate contact information of other college and university SGA members and government representatives to utilize for different initiatives and projects when necessary.

## Article VI: Legislative Branch

### Section I: Definition

**Clause I:** All Legislative powers herein granted shall be vested in the Legislature of the Student Government Association of Ramapo College of New Jersey, which shall consist of a Senate.

### Section II: Members

**Clause I:** A Senator is a student who represents the student body by exercising their vote on associated issues and hearing their concerns, as well as creating resolutions to pass on to the administration of Ramapo College.

**Clause II:** The Senate of the SGA shall be composed of twenty Senators elected by the student population.

**Clause III:** The Senate shall be comprised of the following:

School Senators (5)

Senators-at-Large (15)

**Clause IV:** The Senate shall have the power to vote on SGA policies, bills, resolutions, and legislation.

**Clause V:** Quorum is required in order to vote. Quorum shall be defined as one more than one half of all current senators.

**Clause VI:** A simple majority is required to pass any legislation. A simple majority shall be defined as one more than one half of non-abstaining votes.

**Clause VII:** A two-thirds vote is required to override a Presidential veto.

**Clause VIII:** The Senate shall elect a Senate President by a simple majority vote.

**Clause IX:** The Senate President can nominate an advisor for the Legislative Branch to be approved by a two-thirds majority of the Senate.

**Clause X:** The Senate President shall be held accountable for maintaining the effectiveness of all members in the Senate.

### **Section III: Senators-at-Large, Full Term**

**Clause I:** The number of Senators-at-Large elected for a full term will be ten.

**Clause II:** Senators-at-Large shall be in attendance of all SGA General meetings and all Senate meetings.

**Clause III:** Each Senator-at-Large shall have one vote in the Senate.

**Clause IV:** Each Senator-at-Large shall hold at least one Senate liaison, to be approved by the Senate President.

**Clause V:** In the case that multiple Senator-at-Large members want the same liaison, each interested Senator will make a statement as to why they should have said liaison and the simple majority of the Senate will determine the Senator for that liaison.

**Clause VI:** Each Senator-at-Large shall submit no less than three liaison reports each semester.

**Clause VII:** Unassigned liaisons may be delegated to other SGA members at the discretion of the Senate President.

### **Section IV: Senator-at-Large, Abbreviated Term**

**Clause I:** The number of Senators-at-Large elected for an abbreviated term will be five.

**Clause II:** At least one of the Senator-at-Large positions of an abbreviated term shall be filled by a First Semester First Year Student, except in the case that no First Semester First Year Student runs for the position.

**Clause III:** The Senators-at-Large with an abbreviated term shall be elected into office by the following process:

The Secretary of Public Relations shall advertise the five open positions at the beginning of the fall semester.

Candidates shall have the opportunity to campaign and run for Senator-at-Large positions by abiding by the guidelines stated in the Bylaws.

The candidates will be elected by the student body through an official, organized election run by the Senate President.

The election results must be announced no later than 1 October.

**Clause IV:** The Senators-at-Large of an abbreviated term shall hold a term of office lasting from 1 October through 30 April.

#### **Section V: School Senators**

**Clause I:** There shall be one School Senator elected to represent each academic school at Ramapo College.

**Clause II:** Each School Senator shall have one vote in the Senate.

**Clause III:** Each School Senator shall hold a Senate liaison with the dean of the academic school which they represent.

**Clause IV:** Each School Senator shall be a member of the Academic Affairs Committee.

**Clause V:** Each School Senator shall submit no less than three liaison reports each semester.

**Clause VI:** In the event of a vacancy in the position of School Senator, the dean of the respective academic school shall be informed by the Senate President to promote elections.

#### **Section VI: Senate President**

**Clause I:** The Senate President shall be an elected Senator.

**Clause II:** The Senate President shall be elected by a majority vote by the incoming Senate prior to inauguration. The incoming Student Government Vice President shall hold a tie-breaking vote, if necessary.

**Clause III:** The Senate President shall maintain a secure working knowledge of Robert's Rules of Order.

**Clause IV:** The Senate President shall chair all SGA General meetings through the use of Robert's Rules of Order.

**Clause V:** The Senate President shall serve as liaison to the Cabinet.

**Clause VI:** The Senate President shall appoint a Senate Vice President to be approved by a simple majority of the Senate.

**Clause VII:** The Senate President shall appoint a Senate Secretary.

**Clause VIII:** The Senate President shall design and issue the liaison report template at Fall Semester training.

**Clause IX:** The Senate President shall hold responsibility of running elections for the Senator-at-Large of abbreviated terms positions.

**Clause X:** The Senate President shall hold at least, but not limited to, one monthly meeting with the Dean of Students or equivalent position.

**Clause XI:** The Senate President shall remain in regular contact with the Division of Student Affairs.

**Clause XII:** The Senate President shall act as an ex officio member of the Student Affairs Committee of the Board of Trustees.

### **Section VII: Senate Vice President**

**Clause I:** The Senate Vice President shall be an elected Senator approved by simple majority of the Senate.

**Clause II:** The Senate Vice President shall assume the responsibilities of the Senate President in the absence of the Senate President.

**Clause III:** The Senate Vice President shall be permitted to hold a liaison at the discretion of the Senate President.

**Clause IV:** The Senate Vice President shall have the responsibility of the SGA email address.

**Clause V:** The Senate Vice President shall help Senators in revising their liaison reports prior to their presentation.

**Clause VI:** In the event of a vacancy in the position of Senate President, the Senate Vice President will assume the position and duties of the Senate President as stated in Article V Section 6.

### **Section VIII: Senate Secretary**

**Clause I:** The Senate Secretary shall record and maintain the minutes at all Senate meetings.

**Clause II:** The Senate Secretary shall maintain office hours on a weekly basis, as defined in the Bylaws.

**Clause III:** The Senate Secretary shall be appointed by the Senate President and be approved by simple majority of the Senate.

**Clause IV:** The Senate Secretary shall not be an elected member of the Student Government Association.

**Clause V:** The Senate Secretary shall hold a term of office lasting from 1 May through 30 April.

### **Section IX: Interim Elections**

**Clause I:** In the event of a vacancy of the Senate, an interim election shall be held in the following manner: The Senate must pass election legislation by a two-thirds majority to initiate an election. The Secretary of Public Relations will advertise the vacancy to the student population;

Candidates must complete a petition to become eligible;

Eligible candidates will be elected by the Senate.

**Clause II:** Elected Senators will assume the position and duties of the Senate as stated in Article V.

**Clause III:** An interim election must take place in the event that there are less than twenty (20) total senators, after abbreviated term elections have taken place.

**Clause IV:** Any appeals shall be directed to the SGA Advisor(s).

**Clause V:** Senators elected through interim election shall hold a term of office lasting from the moment of inauguration through 30 April.

## **Article VII: Judicial Panel**

### **Section I: Definition**

**Clause I:** All Judicial powers herein granted shall be vested in the Judiciary of the Student Government Association of Ramapo College of New Jersey which shall consist of a Judicial Panel.

**Clause II:** The Judicial Panel shall exist to create new rules binding to SGA and its members by rendering rulings through the publication of decisions in response to requests brought before the Panel.

**Clause III:** The Judicial Panel shall hold SGA accountable for acting in accordance with, and carrying out the duties of; the Constitution, Bylaws, legislation, and rulings rendered by the Panel.

**Clause IV:** Each Panelist shall attempt to mediate internal disputes and shall request a decision for arbitration through ruling by the Panel when deemed necessary or requested.

**Clause V:** Each Panelist shall request decisions on SGA conduct when deemed necessary or requested.

## **Section II: Members**

**Clause I:** A Panelist is an SGA member who provides judicial decisions in response to requests before the Panel.

**Clause II:** No person shall serve as a Panelist who shall not undergo a Constitutional assessment determined by passed legislation.

**Clause III:** The Panel shall be comprised of the following:

One Chief Panelist

One Executive Panelist

One Legislative Panelist

**Clause IV:** Panelists are appointed in the instance of a vacancy and shall serve in their position until their resignation, impeachment or graduation.

**Clause V:** Panelists shall act as parliamentarian to meetings they are required to attend as defined in the bylaws.

**Clause VI:** Panelists shall not hold any other position in SGA during their term, withstanding the Temporary Panelist.

**Clause VII:** Panelists must bring all requests made of them before the Panel to receive a response of either a decision or rejection.

### **Section III: Chief Panelist**

**Clause I:** The Chief Panelist shall be appointed by the SGA advisors through a process of their own determination.

**Clause II:** The Chief Panelist shall act as parliamentarian to Executive Board and General meetings.

**Clause III:** The Chief Panelist shall provide at fall training the Constitutional and legal duties expected of the Executive Board, the Senate President, and the Senate Vice President, to which the Chief Panelist shall hold them accountable.

**Clause IV:** The Chief Panelist shall record all decisions published by the Panel in the Google Drive and shall hold SGA accountable to all rulings rendered past or present.

**Clause V:** The Chief Panelist shall review the actions of the Executive Board, Senate President, and Senate Vice President and request decisions by the Panel when necessary.

### **Section IV: Executive Panelist**

**Clause I:** The Executive Panelist shall be chosen by the President through a process of their own determination.

**Clause II:** The Executive Panelist shall act as parliamentarian to Cabinet meetings.

**Clause III:** The Executive Panelist shall provide at fall training the Constitutional duties expected of Cabinet, to which the Executive Panelist shall hold them accountable.

**Clause IV:** The Executive Panelist shall hold SGA accountable for attending Committee meetings, volunteering for events and requesting decisions by the Panel when necessary.

**Clause V:** The Executive Panelist shall review the actions of Cabinet and request decisions by the Panel when necessary.

### **Section V: Legislative Panelist**

**Clause I:** The Legislative Panelist shall be nominated by the Senate President through a process of their own determination and confirmed by two-thirds vote of the Senate.

**Clause II:** The Legislative Panelist shall act as parliamentarian to Senate meetings.

**Clause III:** The Legislative Panelist shall provide at training the Constitutional duties expected of the Senate, to which the Legislative Panelist shall hold them accountable.

**Clause IV:** The Legislative Panelist shall hold SGA accountable for abiding by motions and legislation passed by the Senate and request decisions by the Panel when necessary.

**Clause V:** The Legislative Panelist shall review the actions of the Senate and request decisions by the Panel when necessary.

### **Section VI: Decisions**

**Clause I:** Each Panelist must write a response of Yes or No to all decision requests brought before the Panel within ten business days.

**Clause II:** The responses must be organized and published together in a single decision document by the Panelist who brought the request before the Panel.

**Clause III:** Concurring Yes or No responses stated by two or more Panelists shall be the official response of the Panel.

**Clause IV:** The decision shall be published to SGA via email, discussed at a General meeting and contain the following items:

The Request; authored by the Panelist bringing the decision request before the Panel. Shall ask the decision that is requested of the Panel as a single sentence question answerable by Yes or No.

The Response; authored by the Panelist bringing the request before the Panel. Shall state each Yes or No response to The Request and highlight concurring responses as the “Official Response.”

The Ruling; co-authored by the concurring Panelists. Shall render concise statutory parameters agreed upon by all concurring Panelists which shall act as new rules to which SGA is now bound.

The Reason; authored by each Panelist to explicitly state their Yes or No response to The Request, followed by the factors taken into consideration, reasoning of the Panelist and any additional relevant information.

**Clause V:** Decisions may be overturned by a vote of unanimous consent held by the entire organization within ten business days following publication; withstanding all Panelists, who shall not cast a vote.

**Clause VI:** The Panel shall respond to requests on matters previously addressed, already pending, and not pertaining to SGA with a rejection, which must be concurred by two or more Panelists and announced at a General meeting.

**Clause VII:** Rulings rendered by decisions shall not circumvent, undermine or invalidate any part of the Constitution or prior decisions.

**Clause VIII:** Rulings rendered by decisions may strike sections of the Bylaws and passed legislation, introduce articles of impeachment, and dispense disciplinary action.

**Clause IX:** Decisions shall defer to existing rulings unless all three Panelists concur on an overturning ruling.

### **Section VII: Hearings**

**Clause I:** The Panel shall hold a minimum of one open hearing during a General meeting to receive testimony on a pending request before the Panel.

**Clause II:** Any Panelist may call for additional open or closed hearings and ask for the attendance of any parties relevant to a pending request.

**Clause III:** The Senate may call for additional open or closed hearings through two-thirds vote.

**Clause IV:** Failure to attend hearings as a relevant party shall be considered grounds for impeachment.

**Clause V:** A written response to questions sent by the Panel may be submitted by the time of the hearing in lieu of attending as a relevant party.

### **Section VIII: Temporary Panelist**

**Clause I:** A Panelist must recuse themselves from publishing responses to pending requests on the advice of either the President, the Advisors, or the Senate through two-thirds vote, with such advice being concurred upon by two Panelists responding to the same pending request.

**Clause II:** A Temporary Panelist may be nominated by the President and confirmed by two-thirds vote of the Senate to publish a response to the pending request from which a Panelist has been recused.

**Clause III:** The President, Advisors, and Senate through two-thirds vote, may establish a secondary Panel of three Temporary Panelists, charged with responding to a specific pending request.

**Clause IV:** The Temporary Panelist shall hold their position until their response is published in a decision.

**Clause V:** A Temporary Panelist shall under no circumstance concur with a ruling to overturn a previous ruling; with any such concurrence rendering the entire decision invalid.

## **Article VIII: Associate Members**

### **Section I: Delegates**

**Clause I:** Delegates shall be members of SGA through participation in the Delegate Program.

**Clause II:** Delegates shall maintain office hours on a weekly basis, as defined by the Delegate Program.

**Clause III:** Delegates shall hold their positions so long as they abide by the requirements of the Delegate Program as defined by the Secretary of Delegate Affairs.

### **Section II: Student Trustee**

**Clause I:** The Student Trustee shall act as a liaison between SGA and the Board of Trustees.

**Clause II:** The Student Trustee and Alternate Student Trustee shall be invitational members to Cabinet meetings.

**Clause III:** The Student Trustee shall meet with the Student Government President at least, but not limited to, once a month.

**Clause IV:** The Student Trustee shall serve as the chair of the Higher Education Committee (CA\$H).

**Clause V:** Selection of an Alternate Student Trustee shall occur in a manner to be decided by the current Student Trustee, including:

By a vote of the Senate with a majority vote at a specially designated General meeting in the Spring Semester. The Student Government Vice President shall hold a tie-breaking vote, if necessary

Through SGA general elections

Through special elections to be organized by the Student Trustee.

**Clause VI:** In the event of a vacancy in the position of Student Trustee, the Alternate Student Trustee will assume the position and duties of the Student Trustee. The selection process for a new Alternate Student Trustee shall begin immediately.

**Clause VII:** In the event of a vacancy in the position of Alternate Student Trustee, the selection process for a new Alternate Student Trustee shall begin immediately.

**Clause VIII:** The Student Trustee shall hold a term of office lasting 1 July through 30 June.

**Clause IX:** The Alternate Student Trustee shall hold a term of office lasting 1 July through 30 June. The Alternate Student Trustee shall become the Student Trustee following their term as Alternate Student Trustee.

### **Section III: Student Governor**

**Clause I:** The Student Governor shall act as a liaison between SGA and the Ramapo College Foundation.

**Clause II:** The Student Governor shall sit on the Ramapo College Board of Governors and Alumni Board.

**Clause III:** The Student Governor and Alternate Student Governor shall be invitational members to Cabinet meetings.

**Clause IV:** The Student Governor shall meet with the Student Government President at least, but not limited to, once a month.

**Clause V:** Selection of an Alternate Student Governor shall occur in a manner to be decided by the current Student Governor, including:

By a vote of the Senate with a majority vote at a specially designated General meeting in the spring semester. The Student Government Vice President shall hold a tie-breaking vote, if necessary

Through SGA general elections

Through special elections to be organized by the Student Governor.

**Clause VI:** In the event of a vacancy in the position of Student Governor, the Alternate Student Governor will assume the position and duties of the Student Governor. The selection process for a new Alternate Student Governor shall begin immediately.

**Clause VII:** In the event of a vacancy in the position of Alternate Student Governor, the selection process for a new Alternate Student Governor shall begin immediately.

**Clause VIII:** The Student Governor shall hold a term of office lasting 1 July through 30 June.

**Clause IX:** The Alternate Student Governor shall hold a term of office lasting 1 July through 30 June. The Alternate Student Governor shall become the Student Governor following their term as Alternate Student Governor.

## **Article IX: Impeachment**

### **Section I: Grounds**

**Clause I:** The Senate may impeach any and all members of the Student Government Association.

**Clause II:** Grounds for impeachment include violations of, disregard of, or with non-compliances of any part of the Bylaws or Constitution of the Student Government Association.

**Clause III:** Grounds for impeachment include failure to maintain policies of standards for the position they hold.

**Clause IV:** Grounds for impeachment include failure to maintain conduct that is in the best interest of the Student Government Association or of the student population.

### **Section II: Proceeding**

**Clause I:** Impeachment charges may be proposed by any member of the student body and must be introduced to the Senate by any currently serving Senator.

**Clause II:** Initiation of impeachment processes must be approved by the Senate by a two-thirds vote.

**Clause III:** Upon Senate approval of impeachment processes, the impeached member shall be given no less than one week to prepare a defense.

**Clause IV:** Impeachment hearings shall occur in closed session meetings chaired by the Senate President and attended by the Senate, the Secretary, Student Government Association Advisor(s), and the member being impeached.

**Clause V:** An impeached member may be removed from office following a four-fifths vote by the Senate.

**Clause VI:** Senate quorum at an impeachment hearing will be two-thirds of the Senate.

### **Section III: Appeal Process**

**Clause I:** A member impeached or removed from office has the right to one formal appeal, to be heard and decided upon by the SGA Advisor(s).

**Clause II:** The appeal meeting will be scheduled by the Advisor(s) and will not be a regularly scheduled SGA meeting.

**Clause III:** The Advisor(s) may submit a written recommendation to the Senate for reinstatement of the impeached member, which would require a two-thirds vote.

### **Section IV: Sanctions**

**Clause I:** If impeached and removed from office the student shall immediately be stricken of all rights and privileges granted by their office.

**Clause II:** If impeached and removed from office the student may not run for or be appointed to any SGA office for a period of one year.

### **Section V: Non-Elected Members**

**Clause I:** Members of Cabinet may be removed from office by request of the Student Government President.

**Clause II:** The Senate Secretary may be removed from office by request of the Senate President.

**Clause III:** Delegates may be removed from office by request of the Secretary of Delegate Affairs.

**Clause IV:** In the event of the removal from office, the Student Government President shall be succeeded by the Student Government Vice President.

**Clause V:** In the event of removal from office, the Senate President shall be succeeded by the Senate Vice President.

## **Article X: Amendments**

### **Section I: Constitution**

**Clause I:** The Constitution shall serve as SGA's primary governing document, to be adhered to by all members at all times.

**Clause II:** Amendments to the Constitution may be proposed by any member of the organization and must be introduced to the Senate by any currently serving Senator.

**Clause III:** Proposed amendments to the Constitution must be passed by three-fourths of the Senate.

**Clause IV:** Major Constitutional revisions may be proposed by any member of the organization and must be introduced to the Senate by any currently serving Senator.

**Clause V:** Senate quorum required to pass a Constitutional amendment or revision will be two-thirds of the Senate.

### **Section II: Bylaws**

**Clause I:** The Bylaws shall serve as SGA's primary organizational document, to provide additional rules, which may create exceptions to the Constitution for specific circumstances.

**Clause II:** The Bylaws may create exceptions to the Constitution for specific circumstances, but shall never circumvent, undermine, or invalidate the Constitution.

**Clause III:** Amendments to the Bylaws may be proposed by any member of the student population and must be introduced to the Senate by any currently serving Senator.

**Clause IV:** Amendments to the Bylaws may not be introduced if they shall decrease the representation of the student population.

**Clause V:** Proposed amendments and revisions to the Bylaws must be passed by two-thirds of the Senate.

## **Article XI: Ratifications**

### **Section I: The Constitutional Conference of 8 April 2019**

**Clause I:** The following propositions have been approved by three-fourths vote of the Senate on 8 April 2019 and are hereby effective immediately:

Proposition #J

Proposition #1

Proposition #2

Proposition #3

Proposition #4

Proposition #5

Proposition #6

Proposition #7

Proposition #8

Proposition #9

Proposition #10

Proposition #11

Proposition #12

Proposition #13

Proposition #14

Proposition #15

Proposition #16

Proposition #17

Proposition #19

Proposition #20

Proposition #21

## **Section II: The Constitutional Conference of 29 April 2019**

**Clause I:** The following propositions have been approved by three-fourths vote of the Senate on 29 April 2019 and are hereby effective immediately:

Proposition #1

Proposition #2

Proposition #3