



# FERRIS STATE UNIVERSITY

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## STUDENT GOVERNMENT

### Constitution

We the Students of Ferris State University, in Order to make Our Voice heard, establish a stable Student Democracy, and provide a Fertile Ground for the expression of Our Ideas and Diversity, put forth this Constitution to be the Guide for all elected Student Governments of Ferris State University forever from this day, the ninth of June two thousand and three.

#### **Article I      Legislative Powers**

##### **Section 1      General Assembly**

All legislative Powers shall be vested in the General Assembly of the Student Government of Ferris State University.

The General Assembly of the Student Government of Ferris State University shall be comprised of two voting bodies; a House of Representatives and a Senate. Members representing any Academic College shall be considered Senators and shall act as members of the Senate. Members representing a Registered Student Organization (herein referred to as RSO) shall be considered Representatives and shall act as members of the House of Representatives. The General Assembly of Student Government shall include all Senators, Representatives, the President, the Parliamentarian, the Administrative Assistants, and the Cabinet.

All Members shall sign a Waiver disclosing Eligibility, as Members must achieve and maintain no less than a Cumulative two and one-quarter GPA as well as a Current Semester GPA of no less than two.

All Representatives shall perform minimum Duties including, but not limited to, holding two regular Office Hours weekly, serving on one Internal Committee, and serving on one Campus-Wide Committee.

A Majority of Senators in the Senate and a Majority of Representatives in the House of Representatives shall constitute Quorum to do business; but a smaller number may be authorized to compel the attendance of absent members, in such manner, and under such penalties as the Internal Assessment Committee may provide.

Each General Assembly may determine the Rules of its Proceedings, punish its Members for disorderly Behavior, and, with the Concurrence of two-thirds, expel a Member.

All Senators and Representatives shall have the ability to propose legislation to the General Assembly.

Legislation, to be enacted, shall be presented to both the Senate and the House of Representatives, and shall be voted on by each body. Both the Senate and House of Representatives must approve legislation in order for it to be enacted. If either the Senate or the House of Representatives do not pass legislation, the legislation will fail.

The President shall be empowered to override, at his or her discretion, either body on any legislative vote with support of a nine-tenths vote from the body that passed said legislation and with support of the Executive Vice President.

All Legislation which shall have passed both the Senate and the House of Representatives shall, before its enactment, be presented to the President; if approved, he or she shall sign it, but if not he or she shall return it, with his or her objections, for reconsideration. If after such reconsideration, two-thirds of both the Senate and the House of Representatives vote again to pass such legislation, it shall be enacted.

All Members shall take an Oath of Office binding each Member to this Constitution and to his or her position as appointed.

The Mission of the Student Government of Ferris State University shall be at the discretion of the General Assembly, with majority approval. Upon approval of a mission statement, all Student Government members, voting and non-voting, will hereby follow the Student Government Mission Statement with respect to all actions completed by Student Government.

## **Section 2            Senate**

Senators will be elected by the students in their respective Academic Colleges.

Each Academic College, according to fall-semester full-time enrollment on the seventh day of classes, shall hold one seat for each three hundred students enrolled. No College shall hold less than one Seat in the Senate.

In the event the enrollment in a given College exceeds a multiple of three hundred, the number of seats shall increase by one only if one hundred fifty-one Students remain after accounting all divisions of three hundred.

When vacancies occur in the Senate, any student of Ferris State University, enrolled in the College where the vacancy has occurred, may fill the vacancy after attending no less than three regular meetings of the General Assembly, issuing a résumé to the Internal Assessment Committee Chair, procuring no less than fifty signatures from students within the appropriate College, and procuring Majority Consent of the General Assembly as a combined body.

Each Senator shall report the actions of the General Assembly to the students of his or her respective College as appropriate.

No less than monthly, each Senator shall meet with the Dean, or the Dean's Designee, of the College to which each Senator is elected.

A Senator elected by the student body or appointed to a vacancy by the General Assembly shall serve until the last day of classes of the current term which they are fulfilling.

## **Section 3            House of Representatives**

Each RSO in Good Standing, as defined by the Office of Student Leadership and Activities, shall be eligible to hold one Seat on the House of Representatives.

Registered Student Organizations wishing to establish a seat in the House of Representatives must elect or appoint an active member from within their organization to act as Representative for said organization. The prospective Representative must attend no less than three regular General Assembly Meetings, issue a résumé to the Internal Assessment Committee Chair, procure signatures from at least 50 current active members or nine-tenths of current active members in the event membership is less than 50 members, and procure Majority Consent of the General Assembly as a combined body.

Each Representative shall report the actions of the General Assembly to the students of his or her Organization as appropriate.

No less than monthly, each Representative shall meet with the Advisor of the organization he or she is representing.

A Representative shall serve until the last day of classes of the current term which they are fulfilling and may be reappointed by their RSO for any following terms.

#### **Section 4                    Appropriations and Allocations**

The General Assembly shall oversee the dissemination of the Student Activity Fee, the Student Government Fee, and all other Funds awarded the Student Government of Ferris State University, in accordance with the "Rules of Appropriation and Allocation."

The President, with Consent of the Internal Assessment Committee Chair, shall have Power to allocate a portion of the Student Government Fee determined, at the start of each Fall Semester, by the Finance Committee, without Majority Consent of the General Assembly.

#### **Section 5                    Impeachment**

Sole right of impeachment rests with the General Assembly. Impeachment Charges may be brought to the Cabinet or the Internal Assessment Committee Chair, by any Member, against any Member. The Impeachment Procedure specified by the most current edition of Robert's Rules of Order shall be followed; Exemptions from the Procedure specified shall include all Time Constraints: no Time Constraint shall exceed seven days.

## **Article II                    Executive Power**

### **Section 1                    The President**

All executive Powers shall be vested in the President of the Student Government of Ferris State University.

The President shall present, to the General Assembly, at the first Meeting of the Fall Semester, or the First Meeting of his or her Term, a Governing Document that shall serve as the Outline of Order for the General Assembly for the Term of that President. The Governing Document shall include, but not be limited to, the President's proposed Committee Structure as well as the Appointment Nominees for each appointed Position; the Governing Document must be approved by a Majority of the General Assembly.

The President shall appoint a Cabinet, with Majority Consent of the General Assembly at the first regular meeting of the General Assembly of the Presidential Term.

The President shall appoint, with Majority Consent, the Chairs of the Committees of the General Assembly, as determined by the President, the Administrative Assistants, and the Parliamentarian at the first regular Meeting of the General Assembly each Fall Semester.

The President shall have Power to create or dissolve any Committee of the General Assembly with Majority Consent of the General Assembly.

The President must disclose all Presidential Actions including, but not limited to, Executive Orders concerning SGFSU to the General Assembly at the regular Meeting immediately following the Action.

The President shall have Power to make Executive Orders, which reflect the Best Interest of the Students of Ferris State University, with Consent of no less than one Vice President of the Student Government of Ferris State University.

The President, or his or her Designee, shall represent the Students of Ferris State University at the Meetings of the following: The University Planning Committee, the Leadership Council, The Friends of Ferris, and the Board of Trustees.

The President shall present a State of the Student Union Address once per term of Office. The State of the Student Union Address shall communicate the Goals and Priorities of the President for the current and following Academic Years.

The President shall chair all Meetings of the General Assembly and cast a vote only in the event of an Even Division of Representative Votes. The President shall retain Speaking Privileges as appropriate.

## **Section 2            The Cabinet**

The Cabinet and Finance Committee Chair shall serve as Direct Advisors to the President. The Cabinet and the Finance Committee Chair shall meet no less than monthly with the President and shall give a Report to the President no less than weekly.

The Cabinet shall oversee, as delegated by the President, the Actions of the Committees of the General Assembly and report such Actions to the President as appropriate. The President shall issue the Manual of Duties to each Vice President, as appropriate, after Majority Consent of the General Assembly to the Manual.

The Vice President shall retain Speaking Privileges, during regular Meetings of the General Assembly, but shall not cast a vote unless such a Vice President is concurrently a Representative.

A Vice President, to be indicated in the Governing Document by the President, shall serve as President *pro tempore*, in the absence of the President, with the Consent of the President if available or the General Assembly if not available. If the President and or the General Assembly do not give Consent, the General Assembly may propose and vote to empower *pro tempore* any Member, but may not propose and vote to suspend the Commencement of a meeting on Grounds of the Absence of the President.

The Vice President shall report, to the General Assembly, the Actions of the Committees of the General Assembly at each regular Meeting of the General Assembly.

## **Article III      Appointed Positions**

### **Section 1              Administrative Assistants**

Administrative Assistants shall be appointed as Staff of Ferris State University.

The Administrative Assistant to the President shall hold Administrative Duties including, but not limited to: holding ten regular Office Hours weekly including two concurrently with the President, maintaining the Order and Function of the Office, maintaining Archives, preparing materials for dissemination to the Members of the General Assembly, and assisting the General Administrative Assistant whenever possible.

The General Administrative Assistant shall hold Administrative Duties including, but not limited to: recording and disseminating Minutes of each regular Meeting of the General Assembly, the Finance Committee, and the Internal Assessment Committee, including the Official Roll.

Administrative Assistants shall aide in the organization and preparation of the Annual SGFSU Summit as specified and delegated by the President.

Administrative Assistants shall retain Speaking Privileges, during regular Meetings of the General Assembly, but shall not cast a Vote. The Administrative Assistant may not concurrently hold Office as a Representative, the President, or a Vice President. The Administrative

Assistant may not author but, as a Student of Ferris State University, may cosponsor Legislation.

## **Section 2                    Parliamentarian**

The Parliamentarian shall be responsible for the reading, implementing, and understanding of Parliamentary Procedure as defined by the most current edition of Robert's Rules of Order. A copy of the most current edition of Robert's Rules of Order shall be furnished to the Parliamentarian upon appointment.

The Parliamentarian shall be responsible for the reading, interpreting, and understanding of this Constitution and all other documents of the General Assembly and its Committees. The Parliamentarian shall maintain this Constitution and review it as necessary.

The Parliamentarian shall report all violations of this Constitution to the Internal Assessment Committee; all violations of Robert's Rules of Order shall be reported to the President.

The Parliamentarian shall retain Speaking Privileges, during regular Meetings of the General Assembly, but shall not cast a Vote. The Parliamentarian may not concurrently hold Office as a Representative, the President, or a Vice President.

The Parliamentarian may not author but, as a Student of Ferris State University, may cosponsor Legislation; the Parliamentarian may author Legislation only if such Legislation is a direct Amendment to this Constitution or any other Governing Document of the General Assembly and its Committees.

The Parliamentarian shall attend and advise all meetings of the Internal Assessment Committee.

## **Section 3                    Committee Chairs**

Committee Chairs must concurrently hold Office as Representatives, but must not concurrently hold Office as a Vice President, the Parliamentarian, the Administrative Assistant, or the President.

The Committee Chairs shall serve as Direct Advisors to the Vice Presidents, unless otherwise specified by the President. The Committee Chairs shall meet no less than monthly with the Vice President delegated by the President to oversee the Committee Chair and shall give report to such Vice President no less than weekly.

The Committee Chairs shall oversee, as delegated by the President, the Actions of the Committees of the General Assembly. The President shall

issue the Manual of Duties to each Committee Chair, as appropriate, after Majority Consent of the General Assembly to the Manual.

## **Article IV Internal Committees**

### **Section 1 Obligate Committees**

The Finance Committee as well as the Internal Assessment Committee must be established by the General Assembly, for the entirety of every Academic Year, at the Beginning of each Fall Semester.

The Finance Committee shall operate under the “Rules of Appropriation and Allocation.”

The Internal Assessment Committee shall operate under the “Mandate of Internal Assessment.” Elections shall be overseen by the Internal Assessment Committee.

### **Section 2 Facultative Committees**

Facultative Committees shall include permanent as well as *ad hoc* Committees created by the President, with Majority Consent of the General Assembly.

Permanent Facultative Committees shall exist for the duration of one Academic Year or one term of Presidency of the Student Government of Ferris State University, whichever is shorter.

*Ad hoc* Committees shall exist until such Objectives as presented in the Manual of Duties of the Chair have been completed in full and such final Progress has been reported to the General Assembly to its Satisfaction.

## **Article V Meetings and Legislation**

### **Section 1 Meetings**

The General Assembly shall meet at a set time each week. The meeting time shall be determined by the President (or President Elect following an election) and the General Assembly informed of regular meeting times no later than the final meeting of the semester immediately preceding their term.

All Members must attend regular meetings of the General Assembly. If a Senator or Representative is absent for three consecutive regular General Assembly or five total meetings of the General Assembly in one semester, the Senator or Representative forfeits his or her seat, voting rights, and all other benefits associated with membership in Student Government, and must complete the application process again to obtain



representation. Tardiness, without prior approval from the President, shall constitute an absence at the discretion of the President. Leaving early, without prior approval from the President, shall constitute an absence at the discretion of the President.

Professional attire shall be expected at all Meetings of the General Assembly and its Committees. Any allegation of questionable Attire shall be brought before the Internal Assessment Committee Chair.

## **Section 2            Legislation**

Legislation shall include any proposed Resolution, Amendment, or Committee Recommendation.

Legislation must be presented to an Administrative Assistant, in writing, for editing and dissemination, no later than noon on the Friday immediately prior to the General Assembly Meeting at which the Legislation is to be brought to the Floor. Legislation presented to the Administrative Assistant after this Deadline shall be brought to the Floor at the following week's Meeting.

Legislation may be distributed to the Members electronically if sent to each Member no later than noon on the Monday immediately prior to the Meeting at which the Legislation is to be brought to the Floor.

When Legislation is brought to the Floor, the Author of the Legislation shall present the Legislation and field Questions from the General Assembly.

After consideration of any legislation for, but not less than, one week by the Members, a vote may be proposed, by motion, at any meeting of the General Assembly by any Representative or Senator.

## **Article VI        Amendment**

This Constitution or any other document specified herein may be amended at any regular meeting of the General Assembly. Any Amendment shall be presented as legislation as specified by this Constitution. Amendment to this Constitution shall require nine-tenths Consent; amendment to any other document of the General Assembly or its Committees shall require two-thirds Consent.