



Title: Constitution
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Constitution of the Student Government Association of Golden Gate University

Preamble & Non-Discrimination Statement

We, the Edward S. Ageno School of Business, School of Taxation, School of Accounting and Undergraduate Programs students of Golden Gate University, hereby establish and maintain this constitution in order to facilitate opportunities for learners to pursue intellectual, inter-personal, ethical development, and cultural enrichment. We encourage a cohesive and supportive campus environment through student based programs and student representation in the Student Government Association be it known that this body is entrusted to insure the welfare, rights, promotion, empowerment, and development of students.

We also support and stand to ensure that any charter organization or member body of the Golden Gate University Student Government Association does not and will not willfully discriminate within the meaning of the law on the basis of race, color, national origin, religion, sex, sexual orientation, disability, age, marital status, or veterans status in any shape of form.

Article I – Student Government Association

Section I – Name

The formal name of the body herein shall be the Student government Association of Golden Gate University. Hereafter referred to as the "SGA". The SGA shall be the official representative of the Student Body.

Section II – Bodies

The SGA shall be composed of an Executive Committee & a Senate each with their own powers and mandates.

Section III – Student Body

Any Edward S. Ageno School of Business, School of Taxation, School of Accounting and Undergraduate Programs student of Golden Gate University who is in good standing with the University, regardless of full-time or part-time status, is entitled to SGA participation and to cast a vote in any campus wide election.

Article II – The Executive Committee of the SGA

Section I – The Presiding Officers of the Executive Committee of the SGA shall be composed of the President, the Vice President of Administration, the Vice President of Public Relations, as well as the Vice President of the Treasury. Their term shall officially begin in the Summer Trimester and continue through to the end of the following Spring Trimester. The elected officials must be enrolled for as least two courses(s) during each trimester of their term. The official meetings of the SGA Executive Committee may be closed meetings. The Executive Committee's responsibilities are described below.

Section II – The President of the SGA

The President shall:

- ◆ Oversee and take primary responsibility for the affairs of the SGA
- ◆ Be the primary interpreter of the constitution and its bylaws
- ◆ Act as the chief representative of the SGA, both within and outside the University community
- ◆ Call to order, chair, and schedule regular general SGA meetings
- ◆ Have the power to call special meetings of the SGA
- ◆ Swear in and confirm all newly elected SGA Officers and appointed Senators
- ◆ Confirm all committee chairs and be available for consultation on any committee's activities or decision
- ◆ Interpret the legitimacy of associations, clubs, and organizations
- ◆ Attend in person or appoint a proxy to attend the Board of Trustees and University Cabinet meetings
- ◆ Call and preside over regular meetings of the Executive Committee
- ◆ Be responsible for conducting Officer evaluations and allocating appropriate reimbursements
- ◆ Have the power to form temporary or permanent committee in order to accomplish tasks and goals
- ◆ Perform a reasonable amount of time on pre-designated SGA office duty
- ◆ Be aware of all University policies that could affect a student and act as mediator between disputing parties and suggest mediation alternatives when necessary.
- ◆ Meet with the Director of Student Life on a regular basis

Section III – The Vice-President of Administration of the SGA

The Vice-President of Administration shall:

- ◆ Assist the President in the general administration of the SGA and its organization
- ◆ Be responsible for SGA office organization and filing systems
- ◆ Record, maintain, and distribute minutes of the SGA general meetings as well as the Executive Council meetings and distribution them upon request
- ◆ Compile and maintain association, club, organization charters noting who may be the officers and advisors
- ◆ Be the primary liaison and resource for associations, club, and organizations and take primary responsibility for whatever their needs may be
- ◆ Have the power to form temporary or permanent committees in order to accomplish tasks and goals
- ◆ Performs a reasonable amount of time on pre-designated SGA office duty

Section IV – The Vice-President of Public Relations of the SGA

The Vice-President of Public Relations shall:

- ◆ Organize and coordinate all activities, events, and social events formally sponsored by the Executive Committee
- ◆ Be responsible for all internal and external correspondence of the SGA

- ◆ Coordinate all postings and notices to be relayed to the necessary sources for proper and through communications of SGA activities and meeting
- ◆ Proactively maintain communication channels with all University administrative, faculty, staff, departmental, association, club, and organization bodies on campus and a representative of the SGA
- ◆ Monitor all University communication media in order to better communicate and develop greater levels of circulation within the University
- ◆ Possess thorough knowledge of GGU policies on posting, meetings, and events
- ◆ Take responsibility for any association, club, or organizations' violation of the University's posting guidelines
- ◆ Conduct a general anonymous survey completed by a reasonable number of students each trimester and report the findings to the SGA
- ◆ Have the power to form temporary or permanent committees in order to accomplish tasks and goals
- ◆ Perform a reasonable amount of time on pre-designated SGA office duty

Section VI – The Vice-President of the Treasury of the SGA

The Vice-President of the Treasury shall:

- ◆ Hear, receive and evaluate all requests for funds from the SGA (if approved, process all request for funds from the SGA)
- ◆ Be responsible to the SGA for all accounting and budgeting needs
- ◆ Supervise and maintain direction over toe budget and finances of the SGA
- ◆ Coordinate all associations', clubs', or organizations' orientation to the process of requesting funds for each trimester and academic year

- ◆ Utilize generally accepted accounting principles in performance of their responsibilities
- ◆ Perform an annual audit of the SGA financial records and coordinate review of said audit with the entire SGA as well as the appropriate University administrative body
- ◆ Publish a complete financial statement and submit for review to the SGA three times a trimester
- ◆ Receive the allocation of all funds
- ◆ Be responsible to consider for review by the SGA ways to improve ways to save money and get more return for the money spent
- ◆ Have the power to form temporary or permanent committees in order to accomplish tasks and goals
- ◆ Perform a reasonable amount of time on pre-designated SGA office duty

Section VII – Hierarchy and Decision Making

Executive Committee Hierarchy and Rites of Accession

Each Vice President has due authority over their individual jurisdiction unless the President chooses to override.

The President is the primary decision maker and has the power to override any simple majority within the Executive Committee (or break a tie vote within the SGA) but the authority can be overruled by all three of the Vice Presidents voting in agreement to overturn.

In the absence of the President the Executive Committee will act as a plurality decision making body (decision by majority) until a replacement can be found.

