Pasco-Hernando State College
District-wide Student Government Association Constitution

PREAMBLE

We, the student body of Pasco-Hernando State College, District-wide, in an effort to establish a free and
democratic form of government create this instrument in an attempt to grant fair and equal representation
to each and every student, and to foster co-operative interaction among Pasco-Hernando State College
and the communities it serves; do ordain and establish this constitution.

ARTICLE I. NAME

The name of this organization shall be the Student Government Association, hereinafter known as SGA of
Pasco-Hernando State College, District-wide.

ARTICLE II. PURPOSE

The purpose of this Student Government Association shall be to govern by the process of democratic
representation, the student body of Pasco-Hernando State College, District-wide.

PHSC subscribes to and endorses equal employment and educational opportunity. Its policies and
practices will assure nondiscriminatory treatment of all persons without regard to race, color, age, religion,
marital status, gender, disability, or national origin. PHSC makes every reasonable effort to accommodate
persons with disabilities. Our students are as diverse as the community we serve. And we’re proud to say
that we offer great opportunities in education for all of them.

ARTICLE III. MEMBERSHIP

Section I. Composition

The membership of this Student Government shall be composed of all credit students, both full-time and
part-time.

Section II. Rights and Responsibilities

Each student shall be guaranteed the right to vote in all SGA elections, attend regular SGA meetings,
submit proposals to the SGA, and shall be subject to all procedures in accordance with this Constitution.

ARTICLE IV. STRUCTURE

Section I. Governing Bodies

There shall be a governing body at each Campus (West, North, East, Spring Hill, and Porter Campus at
Wiregrass Ranch) of the College. The representatives of each of these governing bodies shall be
compiled of voting members

Section II. Voting Members

A. Voting members of SGA are to consist of the:
   1. Executive Board -- The purpose of the Executive Board of this SGA shall be to
      coordinate activities of this SGA within college administration policy and

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procedure, in addition to advocating for the concerns and interests of the student body and consists of
   a. President (only in the case of a tie will the president vote)
   b. Vice President
   c. Secretary
   d. Treasurer

2. Club Representatives -- one (1) currently enrolled student member from each College approved student club/organization (on the West Campus this includes one (1) Student Athlete from each intercollegiate athletic team).

3. Senators -- Each campus shall elect 4 Senators plus 1 additional Senator for every 500 FTE on their campus.

   A. SGA Actions require a majority vote from the voting members.

Section III. Accessibility to non-voting members and Guests

All persons who wish to attend SGA Meetings are welcomed as non-voting members; however may be asked to leave at any point in which the meeting facilitator feels the guest(s) are becoming disruptive

Section IV. Presidential Veto

   A. The President has the authority to veto any SGA Action that would cause harm to the organization.

   B. The Executive Board can override a presidential veto by a majority vote.

ARTICLE V. OFFICERS & REPRESENTATIVES

Section I. Elections

   A. The Executive Board and Senators for each campus of this SGA shall be elected each year by a simple majority. In the event of a tie between two or more candidates, a one-day run-off election will be held the day following the original final day of voting to determine a winner.

   B. The elections of the Executive Board for each campus will be held the same week prior to the Student Activities Distinguished Alumni and Recognition Ceremony.

   C. The election of Senators will be held beginning the 2nd Monday after Fall Term I drop/add period ends. Terms will begin immediately after election results are validated.

   D. A nomination will be accepted upon receipt of a nominating petition signed by fifteen (15) student voters and validated by the SGA Advisor or designee.

   E. Candidates for election may run for only one elected office in this Student Government Association simultaneously.

   F. Candidates may hold only one elected office in this SGA simultaneously.
Section II. Eligibility

A. Candidates for President and Vice President must have earned or will earn a minimum of 20 semester hours by the end of Semester II of that election year.

B. Candidates for President, Vice President shall have an overall grade point average of 3.0 or higher at the time of their election (PHSC cumulative grade point average can be used if the student has completed at least 12 credit hours). Candidates for Secretary and Treasurer shall have an overall grade point average of 2.5 or higher at the time of their election (PHSC cumulative grade point average can be used if the student has completed at least 12 credit hours). Candidates for Senators of this SGA shall have an overall grade point average of 2.0 or higher at the time of their election (PHSC cumulative grade point average can be used if the student has completed at least 12 credit hours). Once elected, officers shall maintain their respective grade point averages (as outlined above) throughout their term in office.

C. For candidates who were previously enrolled at any institution and have been out of school for a period of two or more years, courses that were taken at those institutions need not be considered when determining candidate eligibility. In these cases no course taken more than two years ago, shall be considered when determining the student’s cumulative grade point average or completed semester hours. Furthermore, only the current PHSC completed courses since returning will be used in determining candidate eligibility.

D. All officers must maintain a minimum of 6 credit hours of enrollment for Semester I & II.

E. Officers may, in the event of a withdrawal from a class, withdraw below the credit hour requirement and maintain their eligibility provided that he/she falls only one class below the required level for that position. The officer must re-enroll in the required amount of credit hours in the next term to remain in office.

Section III. Term of Office

All elected officers of this SGA shall serve a term of one year. The period of the term will commence with the validation of election or as provided in this constitution and continue until the ensuing election is validated; or ceases to be eligible. A President of the SGA is ineligible to run for an additional term for the Office of the President.

Section IV. Executive Board Responsibilities and Duties

A. President of this SGA shall:
   1. Administer all regulations and legislation of this SGA as well as uphold and preserve this Constitution.
   2. Make other appointments as deemed necessary.
   3. Create any committee deemed necessary for the general well-being of this SGA. Be held responsible for the proper function of, and act in an advisory capacity to all committees of this SGA.
   4. Participate in the Presidential Assembly meetings or Appoint designee.
   5. Serve as a member of the College-wide Student Activities Committee.
   6. Serve on the Council of Student Development; if appointed.
   7. Call and preside at all SGA meetings.
8. Participate in conferences and special meetings.
9. Insure that SGA meetings are conducted in an orderly manner according to this
   Constitution and "Roberts' Rules of Order - Newly Revised".
10. Be the recipient of all proposed amendments and present them at the next regular
    Student Government Association meeting.
11. Veto of any SGA Action that would cause harm to the organization.
12. Vote in the case of a tie.

B. VicePresident shall:
1. Assume the duties and responsibilities of the President in his or her absence,
   resignation, or removal from office.
2. Be responsible with the President for the proper functioning of all committees of this
   SGA
3. Oversee all Senators and their duties.
4. The Vice President shall serve on the College-wide Student Activities Committee; if
   appointed.
5. Participate in conferences and special meetings.
6. Insure that SGA meetings are conducted in an orderly manner according to this
   Constitution and "Roberts' Rules of Order - Newly Revised".
7. Assist the President.

C. Secretary shall:
1. Serve as recording secretary of this SGA and will maintain a record and complete
   account of their proceedings.
2. Maintain a current copy of the Constitution and By-Laws.
3. Make all secretarial records available to the officers, representatives and the
   administrative advisor of this SGA upon request.
4. Participate in conferences and special meetings.
5. Conduct Roll Call and Facilitate Club Reports at Regular and Special Meetings.
6. Insure that SGA meetings are conducted in an orderly manner according to this
   Constitution and "Roberts' Rules of Order - Newly Revised".
7. Assist the President.

D. Treasurer shall:
1. Be responsible for the proper management of the budget of this SGA
2. Open all books and records of this Student Government Association SGA to the
   President, for their examination.
3. Participate in conferences and special meetings.
4. Present a written Treasurer’s Report with Current Budget Standings and year to date
   expenses at each Regular Meeting.
5. Insure that SGA meetings are conducted in an orderly manner according to this
   Constitution and "Roberts' Rules of Order - Newly Revised".
6. Assist the President.

E. Senators shall:
1. Represent the concerns and interests of the campus student body
2. Participate in conferences and special meetings.
3. Report to the Vice President
4. Assist the President.

Section V. Vacancies

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A. The President of this SGA shall appoint individuals to all vacancies in this SGA occurring during the normal operating year. Candidates shall meet all the requirements for the appointed office.

B. In the event the President is unable to complete the term of office, the VicePresident shall assume the office of President for the remaining term of office.

C. In the event that the President and Vice-President positions are vacant, the Secretary will be given the option of assuming the office of President for the remaining term of office. If the Secretary refuses, then the Student Government Association shall elect a new President to serve for the remaining term of office.

ARTICLE VI. REMOVAL OF OFFICER OR SENATOR FROM OFFICE

A. REMOVAL FOR ABSENCE

1. The secretary will notify the Executive Board when an officer or senator has three absences from regularly scheduled meetings.
2. Each tardy will equate to half an absence (tardy shall be defined by each campus SGA).
3. A vote will be taken by the Executive Board on removal of the officer.
4. The vote must have a majority of the Executive Board in favor of removal to remove an officer from office.

B. REMOVAL FOR DERELICTION OF DUTY

1. Any member of the SGA may recommend in writing the removal of an officer or senator that has failed to conduct the duties of their office to the Executive Board.
2. A vote will be taken by the Executive Board on removal of the officer.
3. The vote must have a majority of the Executive Board Officers' votes in favor of removal to remove an officer from office.

C. REMOVAL FOR VIOLATION OF THE PHSC CODE OF CONDUCT

Any elected SGA Official who has been found to have committed an act of misconduct according to the Code of Conduct (found in the current college catalog) shall be removed from office. The President of Student Government Association shall appoint a successor for the position. If the President is the officer removed, the Vice President shall assume the position of President.

D. REMOVAL FOR NOT MEETING QUALIFICATIONS

Any officer not meeting the qualifications for office will be immediately removed from office and replaced as outlined in this document.

ARTICLE VI. SGA MEETINGS

A. Meetings must meet a quorum of 50% plus one of the voting membership in order to conduct official business.

B. Regular meetings of this association shall be held at a time and place established by the Executive Boards. SGA Meetings for each campus shall be decided in the spring proceeding the term of all new executive board members.
C. Notice of the time and place of regular and special meetings shall be posted throughout the campus.

A. Special meetings deemed necessary for the transaction of business may be called by the President or Administrative Advisor.

ARTICLE VII. COMMITTEES

There shall be such standing and special committees as deemed necessary to develop and promote the programs of this SGA the President shall appoint and removes committee chairpersons.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

Section I. Privileges

A. The privileges of this SGA are delegated to it by the College President; therefore, the College President and other delegated administrators have the right to veto any SGA action.

Section II. Rules

A. The rules contained in "Robert's Rules of Order Newly Revised" shall govern this SGA in all cases to which they are applicable.

ARTICLE IX. VOTING

All members of this SGA shall be allowed to vote in all elections, scheduled and special, exercising their right of representative self-government.

ARTICLE X. AMENDMENTS, BYLAWS AND RATIFICATION

Section I. Amendments

A. Amendments to this Constitution may be proposed by any student to the President.

B. The Voting Members of the SGA shall recommend by a majority vote, any amendment for consideration by the College-wide Student Activities Committee.

C. The College-wide Student Activities Committee will review and vote on the proposed amendment. A majority vote will be needed to ratify an amendment.

Section II. By-Laws

A. By-laws may be proposed by any Executive Board Officer.

B. Proposed By-Laws shall be passed by the Executive Board of the Student Government Association.

C. The Voting Members of the SGA shall approve by a majority vote, any recommended By-Law to the College-wide Student Activities Committee for consideration.

E. The College-wide Student Activities Committee will review and vote on the proposed By-Law. A majority vote will be needed to ratify a by-law.
Section III. Presidential Assembly Charter

Pasco Hernando State College
Student Government Association
Presidential Assembly Charter

Preamble

This Charter shall dictate the purpose, means, and authority in which the Pasco-Hernando State College District-Wide Student Government Association Presidential Assembly, hereinafter referred to as the Presidential assembly shall operate.

The purpose of the Presidential Assembly shall be to further provide leadership, advocacy, and services to the SGA student constituency district wide.

The Presidential Assembly shall do this by meeting either in person on one of our five (5) campuses or via video conference on our respective campuses once monthly (schedules permitting). These meetings will consist of discussion of individual campus issues, Leadership training, and discussion of state and national Florida College System Student Government Association (FCSSGA) issues, projects, and initiatives. All meetings of the Presidential Assembly shall be conducted in adherence to parliamentary procedure so outlined in Robert’s Rules of Order Newly Revised.

The members of this assembly shall be the five (5) campus presidents of the district-wide PHSC SGA or their Designee gaining their authority to Lead, Advocate, and Serve their student constituency, by PHSC President Dr. Katherine Johnson so outlined in the District-wide PHSC SGA Constitution.

Amended 2/12/2014