

**Constitution
of
The University of Bridgeport Student Government Association**

Preamble

We, the students at the University of Bridgeport, do hereby establish a representative form of student government and dedicate it to the ideals and principles of the form of democratic government under which we live as responsible citizens.

In seeking to promote good citizenship and democratic fellowship, it is our belief that a representative student government gives individual students the experience of active participation in governmental procedures, and further develops in each student a sense of personal responsibility for the welfare of the University community of which they are an integral part.

The goals of the Student Government Association shall be to facilitate student communications, coordinate and encourage student participation, provide means for responsible and effective student participation in the appropriate decision-making process of the University, further student welfare and student interest, ensure justice for students, to ensure responsibility of students, all into one main directive -- that of a more complete educational experience. The Constitution is established on the precept that communication and rational discourse are responsible means to initiate constructive change, and on the precept that rights incur equally important responsibilities.

Article I: TITLE

The name of the organization is the University of Bridgeport Student Government Association and will be referred to henceforth as the SGA.

Article II: PURPOSES

The purposes of the SGA are:

- a. To represent the students of the University of Bridgeport.
- b. To contribute to the intellectual development of the student body at the University of Bridgeport
- c. To act as an advocate for the rights and concerns of the students to the administration of the University of Bridgeport
- d. To create opportunities for student leadership
- e. To understand and support projects which will benefit the local community
- f. To provide monetary support to various programs or functions which are vital and/or of benefit to the welfare of the University of Bridgeport.

Article III: MEMBERSHIP

Membership in the SGA is open to all students of the University. Specific requirements are detailed under the respective positions.

Article IV: STRUCTURE OF SGA

Section 1: The Joint Congress

- a. Executive Board
- b. Student Senate
- c. House of Representatives

Section 2: The Executive Board

The Executive Board will comprise the following Officers:

- a. a President
- b. a Vice President
- c. a Speaker of the House
- d. a Chief Financial Officer
- e. an Executive Secretary
- f. a Public Relations Officer

Section 3: Student Senate

The student senate will comprise senators from different schools/colleges of the university, Class Representatives, and Representatives from special interest groups. The composition of the student senate will be as follows:

- a. Two Senators (one undergraduate and one graduate) elected from the following school/college:**
 1. College of Engineering, Business, and Education
 2. College of Health Sciences
 3. College of Science & Society
- b. Class Representatives (Two each) elected from the following classes:**
 1. Freshman Class
 2. Sophomore Class
 3. Junior Class
 4. Senior Class
- c. Representatives elected based on special student population:**
 1. Graduate Student Representative
 2. Two Commuter Student Representatives (1 graduate and 1 undergraduate)
 3. Two International Student Representatives (1 graduate and 1 undergraduate)
- d. Two Senator-at-Large elected from the overall student population**

Article V: ON THE POWERS AND LIMITATIONS OF THE JOINT CONGRESS

Section 1: The powers of the Student Government Association, vested in the student body of the University shall be legislative and executive, and shall reside in the representative body known as the Student Government Association or SGA. All decisions of the SGA shall be final unless vetoed within ten school days by the Dean of Students or their designees.

Section 2: The SGA shall represent the entire student body in all matters that pertain to student welfare, student development, and/or student affairs on or off campus.

Section 3: The SGA or its designees shall be the representative student organization to represent the students on all committees - University, College, Administrative, or otherwise - in which student representation is necessary or vital for the betterment of the UB community.

Section 4: The SGA may assist clubs, societies, and other organizations in carrying out certain activities that benefit the student body.

Section 5: The SGA shall have the power to approve the recommended changes to the Constitution of the Student Government Association.

Section 6: The right of the SGA to hear petitions or complaints of the students or student organizations and to impose sanctions on those organizations in the interest of the student body regarding all matters that concern relationships among students, faculty, and administration shall not be denied.

Section 7: Any SGA member holding any executive role with a registered club or organization, must recuse themselves from any SGA committee meeting/s that has jurisdiction over financial matters.

Article VI: ON MEMBERSHIP AND ELECTIONS

Section 1: Any student at the University of Bridgeport who meets the qualifications of the given position will be eligible to run for SGA elections..

Section 2: All students at the University of Bridgeport shall be eligible to cast their ballots in an SGA election.

Section 3: The Elections Committee formed by the existing Executive board of SGA, consisting of members who are not running for re-election, and the SGA Advisor, shall conduct all elections for members of the SGA, including the general student body as the electorate. Candidates running in the current SGA elections shall not conduct the elections.

Section 4: SGA may run the Freshman Class Representative elections in September.

Section 5: Each candidate running for a position in SGA shall be allowed to campaign in a fair manner. Bribery in any way, including financial promises and any form of financial compensation, shall be considered grounds for immediate disqualification.

Section 6: Any campaign flyers and publications shall require approval from SGA and the Center for Student Involvement (CSI).

Section 7: No discrimination, threats, prejudice, or slander against any other running SGA candidates shall be permitted during the campaign period.

Section 8: No person shall be permitted to seek elective office on the SGA (where the general student body is voting:

- a. Unless and until they have submitted the Executive Secretary of the SGA or designee, an SGA application signed by members of the Student Body who have the qualifications to vote for the candidate.

- b. The SGA application and evidence of qualifications shall be filed no later than the date set by the SGA, which shall be no less than five days before the election.

Section 9: To be eligible for any SGA position or office, any student must be in good standing at the time of the election and must meet the following requirements and qualifications deemed necessary for the position as outlined below:

a. For the President, Vice-President, and Speaker of the House, each:

1. Shall have, at the time of holding office, have held an SGA position for at least 1 year.
2. Shall be full-time students and have a minimum cumulative GPA of 3.0 at the beginning of every semester during their term of office.
3. Shall have received, while campaigning on a single slate, the largest majority of votes as the result of a general election held at the end of the Spring Semester.

b. For the Chief Financial Officer (CFO):

1. Shall have, at the time of holding office, have held an SGA position for at least 1 year, which may be waived at the discretion of the President of SGA, with the consent of the majority of the Executive Board.
2. Shall be appointed by in consent with the majority of the Executive Board, including the newly elected members of the SGA after a thorough search and interview of applicants
3. Must have a minimum cumulative GPA of 3.0 at the beginning of every semester during their term of office and be a full-time student

c. For the Executive Secretary

1. Shall have, at the time of holding office, have held an SGA position for at least 1 semester, which may be waived at the discretion of the President of SGA, with the consent of the majority of the Executive Board.
2. Shall be appointed by the President of the SGA after a thorough search and interview of applicants, in consent with the majority of current members on the Executive Board, including the newly elected members.
3. Shall be a full-time student with a minimum cumulative GPA of 2.5 at the beginning of every semester during their term of office and must be a full-time undergraduate student.
4. Minutes must be sent out to the respective members within 48 hours of the meeting being reported.
5. Shall be responsible for all SGA correspondence.

d. For the Public Relations Officer (PRO)

1. Shall have, at the time of holding office, have held an SGA position for at least 1 semester, which may be waived at the discretion of the President of SGA, with the consent of the majority of the Executive Board.
2. Shall be appointed by the President of the SGA after a thorough search and interview of applicants, in consent with the majority of the current members on the Executive Board, including the newly elected members.
3. Must have a minimum cumulative GPA of 2.5 at the beginning of every semester during his/her term of office
4. Shall be responsible for coordinating the social media of SGA.

5. Shall be responsible for advertising events and creating flyers for SGA.

e. For the members of the Student Senate (Class Representatives and representatives from special student populations):

1. Shall be a full-time student with a minimum cumulative GPA of 2.5 at the beginning of every semester during his/her term of office.
2. Must be elected when general elections are held in the Spring or the Fall election if the position is still vacant.
3. Should there be no candidate for Class Representatives for freshman class or any other class or special student population during regular spring SGA elections, a second election for the vacant position will be held during the following Fall semester.
4. The position of Class Representative and special student population Representatives shall be equally open to a candidate of the represented student population they are to represent.
5. Shall be a member of the class they are to represent or belong to the student population they are to represent in case of the special student population.
6. The student running for Representative receiving the highest number of votes shall be the Class Representative or the Representative of the special Student population. The student running for Class Representative receiving the second greatest number of votes shall be a Co-Representatives of the given class.
7. If, after two elections, positions are still vacant, the SGA President may select students for these positions, and with a two-thirds majority vote of the Joint Congress said candidates will become the officers of the respective class or student population. Joint Congress members reserve the right to thoroughly investigate and/or question any Presidential appointments to determine competency, qualifications, and presumed effectiveness.
8. Class Representatives and Special Student Population Representatives Must be present at the Student Senate Meeting and the House of Representative Meetings chaired by the Vice President and the Speaker of The House, respectively.
9. Special Student Population Representatives Shall be held to the same responsibilities as the Class Representatives when representing their populations- International/ Graduate/ Commuter/ Residential/ Athletic.
10. Must report to the Executive Board of SGA during the monthly meetings or at meetings called by the Vice-President of the SGA.
11. The Representatives of the Student Senate may be compensated for their work as per the Financial By-Laws of the SGA.

f. For Senators:

1. Shall be an undergraduate or graduate student with a minimum cumulative GPA of 2.5 at the beginning of every semester during their term of office in the College they are representing.
2. Are elected when general elections are held in the Spring, or in the Fall election if the position is still vacant.
3. The position of Undergraduate Senator and Graduate Senator shall be equally open to a candidate of the represented School or College. The student running for Senator receiving the greatest number of votes shall be Senator.
4. Shall be a member of the School or College he or she is to represent.

5. If after two elections, positions are still vacant, the SGA Executive Board may select a student, and with a two-thirds majority vote of the Joint Congress said candidate will become the officer of that school. Joint Congress members reserve the right to thoroughly investigate and/or question any appointments to determine competency, qualifications, and presumed effectiveness.
6. No person may represent more than one class, college, or organization concurrently in a voting capacity on the SGA.
7. Must report to the Vice-President of the SGA during Student Senate Meetings held every month or on the request of the SGA Vice-President.
8. The Senators may be compensated for their work as per the Financial By-Laws of the SGA.

g. For Senator-at-Large:

1. Shall be an undergraduate or graduate student with a minimum cumulative GPA of 2.5 at the beginning of every semester during their term of office in the College they are representing.
2. Are elected when general elections are held in the Spring, or in the Fall election if the position is still vacant.
3. The position of Senator At Large shall be equally open to all the full-time students at the university. Two students running for the position and receiving the greatest number of votes shall be senator At Large in the Student Senate of SGA
4. If after two elections, positions are still vacant, the SGA Executive Board may select students, and with a two-thirds majority vote of the Joint Congress said candidates will become the senator at large. Joint Congress members reserve the right to thoroughly investigate and/or question any appointments to determine competency, qualifications, and presumed effectiveness.
5. No person may represent more than one class, college, or organization concurrently in a voting capacity on the SGA.
6. Senator-at-Large will be responsible to represent a certain student population not represented in the SGA with senators or Representatives or perform duty as per the directions of the SGA Vice President or their designee.
7. Must report to the Vice-President of the SGA during Student Senate Meetings held every month or on the request of the SGA Vice-President.
8. The Senator-at-large may be compensated for their work as per the Financial By-Laws of the SGA.

Article VII: ON THE HOUSE OF REPRESENTATIVES (HOR)

Section 1: Membership includes senators and representatives in the Student Senate and Representatives of all registered UB student clubs and organizations.

Section 2: The Speaker of the House or their designee shall be chairing the HoR meetings

Section 3: The House shall meet a minimum of once a month, unless otherwise called by the Speaker of the House

Section 4: The House addresses social, residential, and student service issues including general University Policy. The House shall also listen to the club status, community service, and spirit hours status and foster collaborations among clubs and organizations registered with SGA. The House shall not address any academic issues-these are to be referred to the Student Senate and/or the SGA Executive Board.

Section 5: All motions passed by the House shall be brought to the Joint Congress and acted on. If a motion dies in the House, it cannot be discussed in the Joint Session until it has been revised and passed by the House.

Section 6: House members who cannot vote during Joint Congress may submit written proposals for action provided they are co-sponsored by voting members.

Section 7: Attendance: Any club/organization that fails to appear for more than two (2) regularly scheduled meetings will be rendered Probation and ineligible for funding from SGA and the privilege of reserving rooms for that academic semester. Arrival by any club representative after attendance in the House of Representatives Meeting will result in being marked tardy. Tardiness will be counted as a half absence. A club accruing more than four (4) tardiness will also be rendered Probation and ineligible for funding for that academic semester.

Section 8: All clubs/organizations must attend the Club Training, Fall and Spring Involvement Fair and Homecoming Weekend. Failure to attend one or more of these events will result in the club/organization being rendered Probation and ineligible for funding and the privilege of reserving space for club events.

Article VIII: ON SUMMER SESSIONS AND INTERIM OCCASIONS

Section 1: Whenever the SGA is not in session, be it during summer sessions or vacation times or the like, the President of the SGA or their designate will act on behalf of the Executive Board for all matters over which the SGA has jurisdiction. However, these matters may subsequently be made null and void by a two-thirds vote of the executive board of the SGA at the first regular meeting after interim notification of summer actions is conveyed.

Section 2: In the event that any of the various University committees which involve student discipline, ethics, or the like are convened during any other non-academic period, the SGA President or his/her designee, must be notified of said meeting within a reasonable time so as to allow for student representation.

Article IX: ON VACANCIES, ABSENCES, AND IMPEACHMENT

Section 1: In the event that a seat in the Joint Congress is vacant more than two (2) times per semester without a legitimate excuse having been conveyed to the Executive Secretary of the SGA, impeachment procedures will be brought against said representative if so moved by a member of the Joint Congress. The Joint Congress will decide what is legitimate.

Section 2: Each member of the Student Senate, Class Representatives, as well as the special student population representatives, shall be allowed two excused absences, given that they submitted a valid reason for their absence to the Executive Secretary at least 24 hours prior to the meeting.

Section 3: Each member of the Executive Board shall be allowed 3 excused absences, given that they submitted a valid reason for their absence to the Executive Secretary at least 24 hours prior to the meetings.

Section 4: The Executive Secretary shall notify the President in case of their absence. Two tardies shall constitute one absence.

Section 5: Anyone arriving after roll call shall be considered tardy. Anyone arriving 15 minutes late shall be considered absent.

Section 6: In the event that a representative cannot serve, the respective alternate shall assume all duties and obligations as if he/she were a regular member. If there is no alternate, the executive board of the SGA shall appoint an alternate with a 2/3 majority approval of the Joint Congress.

Section 7: In the event of the absence of the President of the SGA, the Vice-President shall assume the duties of the President.

Section 8: In the event that the Vice-President is unable to continue their duties and functions as such the Executive Board shall nominate a Senator to the position upon a 2/3 majority. The nominated Senator must then be approved by the Joint Congress by a 2/3 majority.

Section 9: In the event that the President and the Vice-President are unable to serve, or in the event that there be no President as such, the Speaker of the House shall assume the position of President. However, in the event of this condition, and if in the opinion of the SGA it be of a permanent nature, the interim President shall call a special meeting within ten days after the recognized condition. This special meeting shall be held by the SGA and a two-thirds affirmative vote of the total members of the SGA joint congress will be needed to select a new President and/or Vice-President, who shall have the Constitutional qualifications for said office. The new office needs to be filled by SGA members, however in the case that this is so, the representative or representatives so selected shall resign from their former position on the SGA.

Section 10: The SGA shall have the power to remove permanently any member of the SGA by a two-thirds affirmative vote of the present and voting joint congress members. SGA members being impeached shall have the opportunity to speak regarding themselves.

Section 11: An Executive Board Officer of the SGA may be impeached in the following manner:

- a. A motion for impeachment may be introduced to the SGA by any voting member
- b. The impeachment motion shall be debated or voted on one week after its presentation and paper form must be submitted to Advisor of the SGA; however, debate shall be limited to 15 min. for and 15 min. against said motion.
- c. For the purpose of conviction under this motion, a two-thirds affirmative vote of the total members of the SGA shall be necessary for passage. However, the person being tried shall not preside at the meeting involving discussion and voting on impeachment.
- d. Executive board members being impeached shall have the opportunity to speak regarding themselves.

Section 12: Any member being impeached or removed from office by process of a vote of the Joint Congress shall not be able to hold any Executive Board position in the future. Furthermore, any reinstatement to an elected position or election to a new elected position must be passed by a 2/3 majority vote of the SGA, and reading to the Joint Congress of the conditions upon which removal occurred.

Section 13: The SGA shall be the final authority as to the validity of any elections involving SGA representation, the qualification of any member, and shall have the right to refuse to seat any representative of a college, class or organization. It will require a two-thirds vote of the total membership of the SGA to invalidate an election or to refuse to seat a representative.

Section 14: Any violations against the rules and regulations set forth in this constitution, as well as any violation against the rules and regulations of the University of Bridgeport, shall be grounds for impeachment.

Article X: ON APPROPRIATIONS

Section 1: The SGA's budget shall be the Student Activity Fees paid by the students each semester. The budgeting and fund disbursements to clubs and organizations, and for SGA's internal expenditures will be

based on the Financial By-Laws of SGA adopted upon approval by the two third majority of the SGA Executive Board.

Section 2: SGA CFO shall chair the Financial Allocation Committee formed to allocate funds for clubs and organizations. The committee shall be governed as per the Financial By-Laws of SGA and will comprise of the representatives of the Student Programming Board, SGA President, and the Speaker of the House.

Section 3: E-board, Senators, Class Representatives, and Special Student Population Representatives may ask for funds by submitting a check request with invoice as per the instructions in the Financial By-Laws of SGA.

Article XI: ON REFERENDUM

Section 1: A referendum issue may be initiated by any full-time student(s) and passed by the full-time student body in the following manner:

- a. Any Congress member may initiate an issue and the issue must be approved by a majority of the SGA members voting and present.
- b. Passage of the referendum issue, initiated in this way, will require a majority vote of those students who cast their ballots on this issue.

Section 2: A referendum issued may be initiated by any student(s) and passed by the student body in the following manner:

- a. The names of at least one hundred (100) students who are eligible to cast ballots in a SGA election must be served and presented to the Executive Secretary of the SGA.
- b. Passage of the referendum issue, initiated in this way, will require at least 25% of the total full-time student body to cast their votes and a two-thirds majority of those ballots cast must favor the issue.

Section 3: A referendum issue initiated by the SGA or by a student petition received by the SGA shall be placed before the student body for a vote as soon as practical but no later than one month from the date of initiation.

Section 4: Any student who is eligible to cast a ballot in a SGA election may vote on a referendum issue.

Section 5: A referendum must be presented to the President of SGA, for prompt action to be presented to the Joint Congress.

Section 6: The result of said referendum may be presented to the Dean of Students or their designate, for prompt action.

Article XII: ON AMENDMENTS AND BY-LAWS

Section 1: An amendment or by-law must be initiated in the SGA by a motion to this effect, stating in writing the amendment or by-law being filed with the Executive Secretary by a voting member of the SGA.

Section 2: SGA shall ratify an amendment or by-law in the following manner:

- a. The amendment or by-law shall be read to the SGA. If the amendment or by-law originated by motion, it needs to be seconded for consideration. If the amendment or by-law originated by petition, then it need not be seconded for consideration. At this meeting, there shall be no action taken.
- b. At the next joint Congress meeting the amendment or by-law shall be debated and voted upon. However, the debate shall not extend for more than 15 min for and 15 min against the said proposal.

A 2/3 affirmative vote of the members of Congress voting and present shall be required for ratification.

Article XIII: ON COMMITTEES

Section 1: All committee chairs must establish consistent meeting dates, times, and places and publish them no later than ten academic days after their creation.

Section 2: Committees are not obligated to exist for the entire academic year or semester.

Section 3: Each committee chair must present written and/or oral reports periodically, preferably at each meeting, during the semester and at the end of each semester, and an annual report for the year.

Section 4: The relevance to start or dissolve any SGA Committees shall be decided by the two-third majority of the SGA Executive board.

Section 5: All the SGA Committees shall choose their Chair in their first meeting on consensus or through the internal voting within the committee members.

Section 6: Apart from the committee member being a full time student and in a good standing, other qualifications for committee membership shall be decided by the SGA E-board, however, each committee shall have a minimum of 4 members and a maximum of 10 members at any time.

Article XIV -ON EXECUTIVE BOARD MEETINGS

Section 1: The Executive Committee will meet at least weekly.

Section 2: The agenda of the Executive board meeting will be prepared by the Executive Secretary in consultation with the SGA President.

Section 3: The majority of the existing Executive board members of the SGA should be present for the meeting to fulfill the quorum.

Section 4: All the decisions in the Executive Board meetings shall be made with a majority of the votes from the present and voting members.

Article XV: ON EMERGENCY MEETINGS

Section 1: The President must clearly state whether or not the emergency meetings are closed or open; this must be stated when the meeting is determined and the officers should be notified at least 24 hours in advance.

Section 2: Debates will be limited to previously established issue(s) unless there is two-thirds vote to add to the agenda.

Article XVI: ON NON-DISCRIMINATION

Neither the SGA, nor any officer or individual member of the SGA, shall pass laws, amendments, by-laws, or act or tend to discriminate against any person, persons or group and/or organizations, because of race, creed, color, ethnicity, age, sex, belief or sexual orientation.

Article XVII: ON SGA TRAINING

Each Fall semester, after the fall elections, the SGA may host a training event to acclimate the representatives not only to the goals and mission of the SGA but also to the other representatives.

Article XVIII: ON THE OATH OF OFFICE

No member, alternate, or officer of the SGA shall assume their respective position until after the following oath has been administered by either the highest-ranking member of the Executive Board or their designee. In regard to the installation of the newly elected President of the SGA, the oath shall be administered by the previous SGA President or their designee. The elected officers for the upcoming academic year shall assume position the day after May commencement.

I do solemnly swear that I will faithfully execute the office to which I have been elected, and will to the best of my ability support and hold to the Constitution of the Student Government Association of the University of Bridgeport.

Article XIX: ON THE SGA ADVISOR

Section 1: The Director of the Center for Student Involvement (CSI) shall be the Advisor to the SGA. In case of the absence of the Director of the Center for Student Involvement (CSI), the Dean of Students or their designee will assume the role of advisor.

Section 2: The advisor's sole responsibility is to advise. They will not have a vote.

Section 3: The advisor is not required to attend all meetings of SGA but their attendance is encouraged. If an advisor fails to attend a meeting, the meeting shall go on as usual. If an advisor does attend a meeting, they are encouraged to take part in any discussion for which they feel necessary to interject in the debate.

Article XX: ON APPROVAL OF THE CONSTITUTION

Neither this constitution, nor any provision thereof, shall become operative or be in force until signed by the Dean of Students or their designee, the Director of the Center for Student Involvement, and the current SGA President or the majority of the the SGA Executive Board.

Article XXI: ON AUTHORITY OF THE CONSTITUTION

Section 1: All Constitutions, amendments, laws, by-laws, and decrees passed by the SGA prior to the adoption of this Constitution shall remain in full force except when same conflict or tend to conflict with this Constitution and/or any amendment, law, or by-law is passed by the SGA after the adoption of this Constitution.

Section 2: All by-laws passed under authority of this Constitution shall become and be made a part of this constitution. All by- laws that go or tend to go contrary to this Constitution shall be considered and shall be treated as amendments to this Constitution.

Section 3: Except as otherwise provided in this Constitution, a quorum of the SGA shall be considered as a majority of its voting members; and all matters, except as otherwise provided, shall require a majority vote of those members voting and present for passage.

Article XXII: ON ROBERT'S RULES OF ORDER

The SGA shall be governed by Robert's Rules of Order as codified by O. Garfield Jones. The President shall appoint a Parliamentarian at the first regularly scheduled meeting of the SGA at his discretion. If the Congress chooses not to appoint a Parliamentarian, the President will assume the duties of the Parliamentarian. Robert's Rules of Order would act as a guide to assist the proper implementation of meeting code, ethics and procedure; in any event in which it has a conflict with the Constitution, the Constitution is superior.

On this date

approved by:

SGA President

Director, Center for Student Involvement

Dean of Students or their Designee