Bylaws of the Simpson College Student Government Association

Adopted January 10, 2007
Amended March 2013

Section 1: Bylaws Defined

These Bylaws shall govern the operation of the Student Government Association (SGA) and mirror the construction of the Constitution of the Simpson College SGA.

Section 2: Executive

This section will regulate the implementation of Article II of the Constitution of the Simpson College SGA.

A) The SGA President shall;
1. Serve from December to December;
2. Have the authority to call emergency and special sessions of the SGA Senate;
3. Create committees as deemed necessary;
4. Appoint SGA Manager and SGA Treasurer positions with confirmation from the SGA; Advisor and SGA Student Body VP;
5. Nominate persons to serve on the Student Conduct Board with a confirmation vote from the SGA Senate.

B) The SGA Vice President shall;
1. Serve from December to December;
2. Chair the SGA Senate;
3. Vote in case of a tie;
4. Oversee the coordination of the Committees of the Senate;
5. Assume the responsibilities of the SGA President if the SGA President is unable to fulfill his/her responsibilities.

C) Class Presidents shall;
1. Serve from April to April;
2. Chair an SGA committee created by the SGA President;
3. Give an oral report at all regularly scheduled SGA Senate meetings.

D) SGA Treasurer shall
1. Serve from April to April;
2. Chair the SGA Budget Committee;
3. Maintain a detailed budget of all SGA-related finances;
4. Serve as the SGA Manager at SGA Senate meetings when the SGA Manager is absent.
E) SGA Manager shall;
1. Serve from April to April;
2. Record and distribute the SGA Senate minutes to the Student Body, Faculty, Administration and Staff;
3. Maintain all SGA social media sites.
4. Create advertising for all SGA sponsored events.

Section 3: SGA Senate

This section will regulate the implementation of Article III of the Constitution for the Simpson College SGA.

A) Voting Member Absences
1. Substitutes shall not be recognized as voting members of the SGA Senate.
2. An SGA member will lose their position at three absences. Absences will be counted by semester.
   a. Exceptions will be made in the case of family emergencies or serious illnesses. All circumstances will be decided by the Executive Committee.
   b. Appeals must be submitted to the Executive Committee and within one week of the absence. The appeal will be brought to Senate at the following meeting and voted on.
3. Emergency absences can be appealed to the Executive Committee for review.
4. Absent Senators will be recorded in the official SGA Senate minutes
5. A member of the Senate is considered tardy if he/she is late by ten minutes or more, however two (2) tardies will be equivalent to an absence. A member may appeal individual tardies to the Membership Committee up to a week after receiving it.
6. When leaving early, members may be granted a point-of-privilege if they notify either the Student Body President or Vice President prior to the start of the meeting and is granted. Members who leave early without permission beforehand will receive a tardy.
7. A quorum is necessary to conduct an official SGA Senate meeting.
8. If a member of the Senate is removed from office, they may appeal to the SGA Executive Committee, in writing, within 6 days of notification of removal. Extensions on appeals may be granted under extreme circumstances. After an appeal is heard by the SGA Executive Committee, a recommendation will be made to the Senate for its approval. The decision of the Senate upon approval by super majority is final.
9. If a Senate member has been approved to continue on Senate, after they miss two more meetings they will be automatically removed from office upon notification by the Student Body Vice President and will not be eligible to run again until the next academic year.

B) Voting Member Academic Policy
1. Good academic standing requires that the member of Senate will maintain a cumulative GPA of 2.5 during all semesters of membership and prior to running for office. By obtaining and/or running for office, this provides for review of all academic records but the SGA Advisors. Failure to maintain a cumulative 2.5 GPA will result in immediate removal from office.
office with no appeal process.

C) SGA Budget
1. The SGA Senate shall approve all budget requests by a simple majority.

D) Parliamentary Procedure
1. The SGA Senate shall follow Robert’s Rules of Order with the exception that debate may be held on motions to be tabled.

Section 4: Student Conduct Board

This section will regulate the implementation of Article IV of the Constitution of the Simpson College SGA.

A) Selection
1. All members, with exception of any First-Year members of the SGA Student Conduct Board must be confirmed in April.
2. All First-Year students appointed to the SGA Student Conduct Board must be confirmed before October.

Section 5: SGA Financial Advisory Committee

This section calls for the creation of an SGA Financial Advisory Committee and regulates the implementation of the committee.

A) Membership
1. Voting Members
   a. One Senator from each class approved by the SGA Senate
   b. SGA Treasurer (Votes only in the event of a tie)
2. Non-Voting Members (Not required to attend meetings)
   a. Student Body President
   b. Student Body Vice President
   c. Class Presidents
   d. SGA Manager

B) The Chairperson shall:
1. Schedule meetings;
2. Present SGA Financial Advisory Committee recommendations to the SGA Senate;
3. Coordinate the Spring Budget Hearings with Tier-One Organizations.
4. Coordinate the Fall Budget Hearings with Tier-Two Organizations.

C) Responsibilities: the SGA Financial Advisory Committee shall:
1. Review all budget requests before they are presented to the SGA Senate;
2. Orchestrate the Spring and Fall Budget Hearings;
3. Recommend and submit a budget to the SGA Senate for the academic year no later than September.

Section 6: Impeachment

This section will regulate Article V of the Constitution of the Simpson College Student Government Association.

A) Procedure
1. One Senator from each class, approved by the SGA Senate, shall form a committee to investigate the alleged misconduct before submitting a recommendation to the SGA Senate.
2. All evidence presented to the SGA Senate in support of the recommendation must be provided to the accused individual.
3. Before the SGA Senate can vote to impeach any member of SGA, the motion must have been tabled for two weeks to allow ample time for the gathering and review of evidence.

Section 7: Definitions

This section is intended to clarify the meaning of the Constitution of the Simpson College Student Government Association, the Bylaws of the Simpson College Student Government Association, the Finance Code of the Simpson College Student Government Association, and the Election Code of the Simpson College Student Government Association.

Quorum: Fifty (50) Percent plus one voting member of all eligible voting members of SGA Senate

SGA: Acronym for Student Government Association

Simple Majority: Fifty (50) percent plus one vote of all votes cast.

Student Body: All part-time and full-time enrolled students at Simpson College.

Super-Majority: Two-thirds of all votes cast.


Election Code of the Simpson College Student Government Association
Amended March 2013

Section 1: Election of Members

A) Elections of SGA members shall be held in the months specified in the Constitution.
B) Executive Committee shall be responsible for the April elections.
C) Executive Committee will be responsible for September elections. In the absence of such a committee, the SGA shall be responsible for forming a special election committee to run first-year student elections.

Section 2: Voting
A) All voters must be recognized by the SGA Advisor as Simpson College students.
B) Students shall vote with the class for which they entered Simpson College with. Transfer students will be placed with a class according to the number of semesters attended at another institution.

Section 3: Special Election Circumstances
A) If the winning candidate refuses an office that is legally won, the candidate’s votes shall not be counted and only the votes for all the other candidates will be counted and a winner will be determined by the SGA Advisor.
B) If no candidate accepts an office, the office shall remain vacant until a qualified candidate, according to the SGA Constitution, requests the SGA to hold a special election for the vacant position.
C) Special Elections
1. In the event that a member of SGA is removed from office, a special election to fill the vacant office shall be held within two academic weeks from the removal of that member's appeal date which shall be set up through the Executive Committee. In the case of the removal of a Class President, SGA will vote one of the remaining four Class Senators into the position of Class President. After voting on the Class President has been made, the Executive Committee will host a class wide ballot to replace the Class Senator’s position.
2. In the event that a member of SGA realizes they must resign from office for the full spring semester of the academic year, that member must state their intent to resign to the SGA senate at least two weeks prior to the end of that semester. The member of SGA will continue to hold their position through the end of fall semester. The Executive Committee will hold a special election to fill the open office before the end of that semester. All special elections shall follow all guidelines set forth in the SGA Constitution, Bylaws, and Election Code.

Section 4: Campaigning
A) Posters
1. The SGA Advisor must approve posters prior to circulation.
2. In the event of poster vandalism those found responsible, if running in an election, shall be withdrawn from the race immediately.
B) Debate/Forum
1. All students wishing to run for Student Body President, Student Body Vice President, or Class President may participate in a debate or forum event for the student body.
C) Video
1. All students running for an SGA position may make a video to be posted online.