



Student Government Association Constitution

The Student Government Association
Of
Brightpoint Community College

The Office of Student Activities

<https://www.brightpoint.edu/services/student-activities/>

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The Student Government Association of Brightpoint Community College was formed to encourage an active role in college life and activities. The Student Government Association (SGA) provides each student with a voice in student affairs. Students are a member of SGA when they are enrolled in courses.

Preamble

The purpose of the Student Government Association of Brightpoint Community College shall be to further the best interests of the students of the College by establishing channels of student-faculty-administration communication, the development and promotion of campus and college activities, encouraging participation in campus and college life, and developing student engagement within the college and community. Through participation in the Student Government Association, students are provided with input and a voice in the collective governance of the College.

Article I— Official Name

The name of this organization shall be the Student Government Association of Brightpoint Community College hereafter referred to as SGA.

Article II— Membership

The membership of SGA shall incorporate all students currently enrolled in courses at Brightpoint Community College. The Leadership Committee shall consist of the SGA President, Vice President, Secretary, and Treasurer. The body of the Student Senate shall consist of one representative from all official student clubs and organizations. The Body of the Student Senate will be called Senators. Senators are expected to attend all scheduled SGA meetings

Article III— Composition

The Student Government Association shall consist of a Leadership Committee and a Student Senate.

Section 1: Officers of the Leadership Committee

The leadership branch of the SGA shall be vested in the Leadership Committee which shall consist of a President, Vice President, Secretary, and Treasurer.

A. The SGA President shall have the following duties:

1. To call and preside over all meetings of the Student Government Association Senate
2. To uphold and execute the constitution
3. To serve as a liaison to the college and the student body as official representative of the SGA
4. Liaison to the Student Activities Coordinator
5. Stay informed on meetings when student affairs are under consideration as it is communicated with the Student Body
6. To vote when a tiebreaking vote is required

- B. The SGA Vice President shall have the following duties:
 - 1. To execute the duties of the President in their absence
 - 2. Fill-in for the Secretary in their absence
 - 3. Assists the Secretary with preparing the meeting agenda
 - 4. Work with the President and Treasurer to review the budget
 - 5. Work with the Student Activities Coordinator to proof and edit student club flyers and media
 - 6. Monitor Social Media pages created by student clubs
 - 7. Has a voting right when not fulfilling the duties of the President
- C. The SGA Secretary shall have the following duties:
 - 1. Record and publish the minutes from all Student Government Association meetings
 - 2. Record minutes of all Leadership Committee meetings
 - 3. Take attendance at all SGA meetings
 - 4. Assist with maintaining all SGA and student club files and documents
 - 5. Maintain accurate contact information on SGA members, faculty advisors, and student clubs
 - 6. Keep the student body informed of events, fundraisers, and service projects
 - 7. Has a voting right in the SGA.
- D. The SGA Treasurer shall have the following duties:
 - 1. Oversees SGA expenses and revenues in conjunction with Students Activities Coordinator
 - 2. Maintains an accurate and detailed financial record in a spreadsheet or flash drive of all SGA expenses and club expenses
 - 3. Communicate with the Senate on the balance available for club use
 - 4. Fills in for the Secretary in his/her absence in the event the President is also absent
 - 5. Has a voting right in the SGA

Section 2: The Student Government Association

- A. The Student Government Association shall have the following duties:
 - 1. Meet at least once a month during the regular school year and whenever necessary during the summer semester
 - 2. Ratify, by a two-thirds vote, all appointments made by the SGA President
 - 3. Override the veto of the SGA President by a two-thirds vote
 - 4. Formulate and adopt rules, standards, and regulations pursuant to the constitution, which shall pertain to student affairs of the campuses
- B. The Student Government Association shall conduct business when the President or in the Presidents absence, Vice-President calls the meeting to order under Robert's Rules of Order see Article III, section 1 for more information in the event of an absence. **A Proxy vote shall be submitted via email to the President or Student Activities Coordinator and it shall be brought up at the meeting where the Representative is absent.**

Section 3: Student Clubs and Organizations

- A. A student club is defined as a Brightpoint Community College recognized group with at least six current and active students and a full-time faculty or staff advisor approved by the Office of Student Activities.
- B. A student organization is defined as a recognized group with ties to a national organization (i.e. Phi Theta Kappa and Phi Beta Lambda.)
- C. Any group of students wishing to form a College-recognized student club or organization should submit the Application for Student Club/Organization form to the Office of Student Activities.
 - 1. Only current Brightpoint Community College students may start a club or organization.
 - 2. Upon receipt of the Application for Student Club/Organization form, students will be given instructions to complete a constitution, purpose of club/organization, and staff/faculty guidelines.
 - 3. Upon satisfactory completion of these requirements and approval of the Office of Student Activities, the club/organization will be required to present its constitution to the Student Senate for a vote and two-thirds (2/3) approval.
- D. A representative from within the club/organization must be elected to the student senate and will be responsible for attending **4 out of 8** Student Government Association meetings to maintain club/organization active status and funding.

Article IV – Candidacy Selection

Section 1: Each Brightpoint Student Government Association Application will be reviewed by a Brightpoint Committee led by the Student Activities Coordinator.

The application process for Brightpoint Student Government Association President, Vice President, Secretary, and Treasurer shall take place in the fall semester.

Section 2: Application deadline to apply shall be four weeks after the first day of the fall semester. Official candidates will be announced at the end of September by the Office of Student Activities. The interview process will take place on the next business day after the application deadline. The winners will be announced end of day, two business day after end of interviews.

*Note: Election dates are subjected to change each election term. In the event deadlines are not accurate, see the SGA Application form from the Office of Student Activities.

**Note: It is recommended the Leadership Committee interact and introduce themselves to the study the following business week of winning announcements.

Section 3: To be considered for SGA President, a candidate must be enrolled in a minimum of six credits fall and spring semester, maintain at least a 2.5 cumulative grade point average (GPA), be in good standing with the college, and have previously attended Brightpoint Community College for at least one semester. Preferred candidates will have a 3.0 cumulative grade point average (GPA). Candidates should be highly involved in a student club and/or organization. Preferred candidates have held leadership positions previously within a Brightpoint club and/or organization.

Section 4: To be considered for SGA Vice President a candidate must be enrolled in at least six credits, maintain at least a 2.5 cumulative grade point average (GPA), and be in good standing with the college. Preferred candidates are involved in a Brightpoint club and/or organization.

Section 5: To be considered for SGA Secretary or Treasurer, a candidate must be enrolled in at least six credits, maintain at least a 2.0 cumulative grade point average (GPA) and be in good standing with the college. Preferred candidates are involved in a Brightpoint club and/or organization.

Section 6: Candidates for SGA Leadership Committee cannot run for multiple offices simultaneously.

Section 7: A senate member can fill in for a Leadership member during the Summer following graduation of said Leadership member. The interim Leadership member is not required to run in the fall elections. The President's position should be held by the previous Vice President.

Section 8: In the event of an SGA Leadership branch member's spontaneous absence during the fall or spring semester, an SGA vote will be held to elect an interim Leadership member from the Club Senate until the election is held. This does not include the Presidential position since the Vice President should assume the role. Please also refer to Article VII Sections 1 and 3.

Article V – Rules of Order and Voting

Section 1: Robert's Rules of Order shall serve as the parliamentary authority in all procedural matters before the Student Government Association and SGA Leadership Committee meetings.

Section 2: Club Senate members will introduce their club constitution to be indoctrinated to the Club Senate upon completion of a majority. They will only be voting on clubs.

Article VI – Amendments

Section 1: Amendments to this constitution may be proposed by any Student Senate member.

Section 2: Proposed amendments shall be tabled for a period of two weeks, during which time the proposed amendment shall be posted.

Section 3: Following the tabling period, the proposed amendment must be approved by two-thirds (2/3) vote of the Student Government Association, and approval from the Student Activities Coordinator.

Article VII – Vacancy of Office

Section 1: Should the position of the SGA President become vacant, the SGA Vice President shall become President for the remainder of the unexpired term. The Vice President may appoint a current Senator as a Vice President pro-tempore with the ability to carry on any duties of the Vice President. If the Vice President declines the SGA President position a special election **from the SGA** will take place to fill the SGA President's remaining term.

Section 2: Should a student club and organization's representative (i.e. Senators) position on the Student Government Association become vacant, the student club and/or organization shall select another member to serve out the remainder of the unexpired term.

Section 3: Should an office of the SGA Leadership Committee member, excluding the SGA President, become vacant, the SGA shall appoint another qualified student **from the SGA** to serve out the remainder of the unexpired term. The appointment must be confirmed by the Student Government Association by a two-thirds (2/3) vote.

Article VIII – Removal from the Student Government Association

Section 1: An SGA member shall be removed from office if they fail to adhere to the SGA attendance policy; fails to meet the standards of their position, is placed on academic probation or suspension; withdraws from the college or does not register for classes (exception – enrollment is not required during the summer term); or fails to register for or maintain the required academic load and grade point average.

Section 2: If the SGA President is removed from office as a result of the policies from Article VIII, Section 1, the Vice President shall assume the position of President. See Article VII, Section 1.

Section 3: If any member of the Leadership Branch other than the President must relinquish office prior to the expiration of their of office due to Article VIII, Section 1, the SGA Leadership Committee shall appoint another qualified student. See Article VII, Section 3.

Section 4: If any member of the Student Government Association or officer of a student club/organization must relinquish office prior to the expiration of their position, the club/organization, under supervision of the staff/faculty advisor, shall reelect this position.