

STUDENT GOVERNMENT - BY LAWS

Article I. Authority

The Constitution is the authorized and recognized document of SG, having been approved by:

1. 75% of the SG officials and representatives elected by the student body present for the third reading;
2. A majority of those students voting in an at-large and/or special election;
3. The Dean of Students and the Campus President of the University.

Article II. Purposes and Objectives

The objectives of SG shall be implemented through appropriate avenues, including, but not limited to:

1. Providing an effective communications link between the student body and University administration, faculty, and staff.
2. Developing and maintaining a network of communication with other colleges and universities, particularly with those in the State, in order to share, identify, and act upon areas of common concern.
3. Ensuring meaningful representation of the WVU at Parkersburg students with the Board of Visitors, the Board of Trustees, the Governor, the Legislature, et al.
4. Identifying and sponsoring appropriate social, cultural, and academic activities for the benefit of the student body.
5. Supporting campus organizations and activities when deemed appropriate by SG.

Article III. Membership

Section I. Composition

Eight members, two Freshmen, four at-large representatives and two Jackson County Center representatives shall be elected from the student body. One student shall be elected at large to the Board of Visitors and serves as an ex-officio member. One student shall be elected by SG to the University of West Virginia Board of Trustees Advisory Council of Students as an additional voting member. In addition, each of the recognized organizations and campus activities may designate one representative to the SG. A complete list of the recognized organizations may be found in the Student Handbook.

Each organization representative has the responsibility of assigning a proxy who will be responsible for handling the written vote of the organization representative in his/her absence. The proxy has the responsibility of reviewing the minutes of the previous meeting. Only those recognized organizations and activities which have appointed or elected a representative shall be considered members for the purpose of establishing a quorum.

Section 2. Term of Office

Appointment of organization representatives should be made prior to the end of the third week of the fall semester each year.

Elections for Freshman representatives will be held in October. These students shall serve a two-semester term of office beginning with the fall semester.

Election of representatives and all officers should be no later than the last of March each year. These students shall serve a two-semester term of office beginning with the fall semester of the following year.

Section 3. Expulsion

Any member of SG, other than officers (refer to Article IV, Section 6 for officers) shall be subject to expulsion if: he/she is placed on academic or disciplinary probation by WVU at Parkersburg; he/she is deemed to have been consistently or seriously negligent in discharging his/her duties; or his/her action or behavior reflects unfavorably upon SG and the student body as a whole.

A representative who is placed by WVU at Parkersburg on academic or disciplinary probation shall automatically lose his/her status as a member of SG. Vacancies thus created shall be filled under the terms of Section 4 of this Article.

Before SG may expel a member for any of the other reasons herein above stated, it must first:

- a. give the student formal written notification of its intent;
- b. apprise the student of the charges or grievances against him/her in a closed official meeting of SG; and
- c. provide the student with the opportunity for defense against and discussion of the charges.

A motion for expulsion of a member may pass only by a vote of 75% of the SG. The member being considered may vote in the proceedings.

Section 4. Vacancies Occurring During Term of Office.

Any vacancy occurring in an organization position in SG shall be filled through any action deemed appropriate by the SG. The student thus nominated must fulfill the qualifications of membership and must be approved by a majority of the members present.

Section 5. Duties.

The members of SG shall, to the best of their abilities, represent the constituency through which they were elected. This primary obligation shall be discharged through the performance of duties including, but not limited to:

- a. Assisting in the development of the Student Activities budget by providing input and feedback on the allocations throughout the year.
- b. Reviewing and approving applications for new student organizations.
- c. Reviewing and reporting on college policies affecting the student body.
- d. Serving on external (university-wide) committees as designated in the WVU at Parkersburg Answer Book and on internal (SG) committees to the extent necessary to ensure effective and meaningful student input.
- e. Communicating the concerns of the student body to other university units and to the Board of Trustees, the Legislature, Governor, et al., through appropriate channels.
- f. Acting affirmatively to improve student life, maintain a high quality of academic instruction, and enhance the image of WVU at Parkersburg.
- g. Providing for continuity and stability within student government in order to enable it to grow and prosper at WVU at Parkersburg.
- h. Planning, reviewing, and sponsoring, in conjunction with Student Activities, social activities and events for the benefit of the student body.
- i. Providing input and promoting interest in cultural and academic activities.
- j. Promoting relations between the University and the community.
- k. Serving in a leadership role in the area of student conduct through example, assistance in formulation of University policy, and participation in disciplinary matters.
- l. Adopting such resolutions and recommendations as deemed appropriate, and which when signed by the President of SG, shall become official statements of SG and of the student body.
- m. Planning and implementing goals deemed appropriate by SG which benefit the student body as a whole.

Article IV. Officers

Section 1. Requirements.

To qualify as a candidate for any office of SG, a student must have been enrolled at WVU at Parkersburg for at least one semester and must have at least a 2.5 cumulative GPA. All officers must maintain a 2.5 cumulative GPA.

Section 2. Election.

The student body shall elect one individual to serve as President of the Student Body. This individual shall be recognized as the President of SG.

Election of the President, Vice-President, and Secretary/Treasurer shall be no later than the end of March each year. These individuals shall serve a one-year term of office beginning with the first of June each year.

SG may also elect additional officers or appoint agents as it deems proper and necessary. These elected officers bear the general responsibilities of the operation of SG.

The officers of the student body and of SG must be duly appointed or elected under the terms of these bylaws.

Section 3. Duties of the President.

- a. Shall be the principal representative of the WVU at Parkersburg Student Body and of SG.
- b. Shall conduct all meetings.
- c. Shall appoint students to various committees in accordance with the WVU at Parkersburg Answer Book.
- d. Shall appoint students to fill representatives vacancies subject to approval of SG.
- e. Shall call special meetings of SG in cases of expulsion proceedings and as otherwise deemed appropriate.
- f. Shall appoint committees within SG.
- g. Shall vote only in the event of a tie.
- h. Shall participate in the development of the Student Activities budget by providing input and feedback. The initial proposals of budgets begin in the summer months.
- i. Shall perform other appropriate functions and duties.

Section 4. Duties of the Vice-President.

- a. Shall perform the duties of the President in his/her absence.
- b. Shall coordinate elections. If the Vice-President is a candidate, the President shall appoint a member as "officer of election" with the approval of SG.
- c. Shall assist the President in the execution of his/her duties.
- d. Shall vote as a regular member unless presiding, in which case he/she shall vote only in the event of a tie.
- e. Shall participate in the development of the Student Activities budget by providing input and feedback. The initial proposals of budgets begin in the summer months.
- f. Shall appoint an election committee.
- g. Shall perform other appropriate functions and duties.

Section 5. Duties of the Secretary/Treasurer.

- a. Shall keep accurate records of the meetings of SG.
- b. Shall make copies of the minutes generally available to the students.
- c. Shall process all official correspondence as directed by the President or SG.
- d. Shall keep a roll of all members of SG, and shall record in the minutes of each meeting the names of all members present.
- e. Shall assist and advise, to the extent possible and necessary, all committees appointed by the President.
- f. Shall appoint an assistant within SG.
- g. Shall participate in the development of the Student Activities budget by providing input and feedback. The initial proposals of budgets begin in the summer months.
- h. Shall perform other appropriate functions and duties.

Section 6. Expulsion.

Any officer of SG shall be subject to expulsion if: he/she is deemed to have been consistently or seriously negligent in discharging his/her duties; or his/her action or behavior reflects unfavorably upon SG and the student body as a whole.

An officer who does not maintain a 2.5 cumulative GPA shall automatically lose his/her status as an officer of SG. Vacancies shall be filled under the terms of Section 7 of this Article.

Before SG may expel an officer for any of the other reasons herein above stated, it must first:

- a. give the officer formal written notification of its intent,
- b. apprise the officer of the charges of grievances against him/her in a closed official meeting of SG; and
- c. provide the officer with the opportunity for defense against and discussion of the charges.

A motion for expulsion of an officer may pass only by a vote of 75% of SG. Any officer, including the President, being considered may vote in the proceedings. The President may not preside over a meeting in which he/she is being considered for expulsion.

Section 7. Vacancies Occurring During Term of Office.

Any vacancy occurring in an officer position in SG shall be filled as follows:

- a. If the President loses his/her status, the Vice-President will permanently assume his/her duties.
- b. If the Vice-President loses his/her status, the President shall appoint a member of SG to fill the position until a special election can be held.
- c. If the Secretary/Treasurer loses his/her status, the President shall appoint a member of SG to fill the position until a special election can be held.

Article V. Other Student Representatives

The student representatives on the Board of Advisors and the WV Higher Education Policy Commission Advisory Council of Students shall report to SG after each regularly scheduled meeting of their respective Boards, as will all committee chair members.

Article VI. Meetings

SG shall convene a regularly scheduled meeting at least once every thirty days. The frequency and dates of such meetings shall be established by a majority vote of the membership.

The assembly must not be fewer than four members to conduct business. The Secretary publicizes the date, time, and location of SG meetings. All regular meetings of SG shall be publicized and shall be open to the entire student body, staff, faculty, administration, and general public.

Roberts' Rules of Order, Revised, shall be used as a reference for procedures.