John Wood Community College
Student Government Association

CONSTITUTION

PREAMBLE
The Student Government Association is an organization that provides a forum for students to express themselves on matters of mutual concern and to advise the administration on student issues.

I. NAME
This organization shall be known as the Student Government Association; the SGA.

II. PURPOSES
The purposes of the SGA are:
A. To form a system of participation in administrative affairs.
B. To provide for the expression of student opinion and concerns.
C. To allocate funds for JWCC student activities.
D. To recognize and support student organizations.

III. MEMBERSHIP
Membership in the SGA shall be open to all students who are currently enrolled at JWCC.

IV. OFFICERS AND SENATORS
The elected officers shall be the Student Trustee, President, Vice-President, Secretary and Treasurer. Senators are SGA members who have been installed and do not hold an officer position. The Senators appoint a Senate Chairperson to represent them on the Executive Board and to give the Senators' report at SGA meetings. A Parliamentarian may be appointed if the President needs assistance using parliamentary procedures in the SGA meetings. Requirements and duties shall be as specified in the SGA By-Laws.

V. EXECUTIVE BOARD AND COMMITTEES
A. The Executive Board is comprised of the elected officers, the Senate Chairperson, and the SGA advisors. It meets as needed to develop the SGA budget and SGA meeting agendas. The Executive Board is empowered to act on behalf of the SGA when the SGA is in adjournment.

B. The Program Board is chaired by the SGA Vice-President and is comprised of volunteers interested in developing a variety of activities and events for the student body. The Program Board allocates funds budgeted to it by the SGA, and prepares and distributes a calendar of activities. The Program Board shall provide a written report of finances to the SGA Treasurer prior to each SGA meeting.

C. The Inter-Club Council (ICC) is chaired by the SGA President and is comprised of at least one member of each student organization on campus. The ICC and its funding are governed by the SGA. ICC representatives are required to attend SGA meetings and provide a report to the SGA in regards to its activities and finances. All ICC activities shall be coordinated with the SGA Program Board’s calendar of activities.

D. Ad Hoc Committees shall be established as necessary, with the approval of the SGA advisors.

E. Student Representatives shall serve on various JWCC college-wide committees. Committees that involve John Wood Community College, the JWCC district, and the State of Illinois are examples of such committees.
VI. ELECTION OF OFFICERS
A. Notices will be posted announcing election opportunities. Candidates must be currently enrolled in at least six credit hours (in two of any three semesters for the academic year) and maintain a cumulative grade point average of 2.5. Candidate Information Sheets shall be available to students at each campus, and each student will be responsible for getting their sheets to the Student Life office in time to put the information on the ballots. All candidates shall attend an election rules meeting prior to campaigning and follow the rules as stated in the SGA By-Laws.

B. Elections will be conducted in April either by mail ballot or through booths set up at each campus. The election shall be by simple majority vote of the student body. Write-in candidates shall be allowed. SGA members who are running for office will not be allowed to set up, distribute, or count the ballots. The ballots shall be counted and the results posted by mid-April. In the event of a tie, a recount shall be conducted and a special election will take place if necessary.

C. Terms of Office will be one year, effective with the April SGA meeting. There is no limit to the number of terms an SGA member may run or hold an office. Members can only hold one officer or senator position at a time.

D. Vacancies shall be filled by appointment recommended by the SGA President, with approval of a SGA majority vote.

E. Removal of an officer or senator may occur at any time for:
1. Not fulfilling duties of office in accordance with the SGA By-Laws.
2. Two un-excused absences from SGA meetings. (An unexcused absence is defined as being absent without notifying an Executive Officer or an SGA advisor.)
3. Not maintaining the minimum enrollment requirements or cumulative grade point average of 2.0.
4. Being in violation of JWCC policies.

The following procedures shall be followed for possible removal:
1. A typed statement detailing the reasons for removing the member from SGA bearing the signatures of at least 1/3 of the SGA members must be presented to the SGA advisor.
2. The individual in question is notified by the SGA advisor and is given an opportunity to appeal the removal.
3. A 2/3 majority vote must then be cast by the SGA.

VII. MEETINGS
A. All SGA meetings shall be conducted by Roberts Rules of Order and with at least one SGA advisor present.

B. The SGA, Executive Board, Program Board and Inter-Club Council shall meet at least once a month. Special meetings may be called by the Executive Board or the President of the College.

C. All students are welcome to attend meetings and participate in discussions. All students are encouraged to vote during the election of officers and senators, and during the ratification of the SGA Constitution. Officers and Senators are each entitled to one vote on issues presented in SGA meetings; the SGA President shall vote only in the case of a tie. At least one SGA advisor shall be present at each Executive Board meeting.

D. A majority of members must be in attendance at SGA meetings to conduct official SGA business.

VIII. FINANCES
A. The budget shall be amended and adopted each year by the Executive Board. The budget must be approved by a simple majority vote of the SGA.

B. After the SGA budget has been approved, student organizations may receive funding from the SGA by following all SGA/ICC guidelines and by attending monthly SGA meetings (August through May).

IX. AMENDMENTS TO THE SGA CONSTITUTION OR BY-LAWS
The SGA Constitution or By-Laws may be amended by a 2/3 majority vote by the SGA.