

**SGA Constitution**

# NAME AND PURPOSE

## Name

* + 1. The name of this organization shall be the Student Government Association of Longwood University, here after referred to as the SGA.

## Mission

* + 1. The mission of this organization shall be to advance the student's interests. To achieve this mission, the SGA shall:
       1. Promote the cultural, intellectual, social, and personal development of students.
       2. Serve as the official voice of the Student Body through which student opinion may be expressed to the administration of Longwood University.
       3. Protect and expand student rights and prerogatives.
       4. Raise student awareness of issues concerning the Longwood community.
       5. Achieve and maintain appropriate representation on all college, administrative and faculty bodies and committees that make decisions affecting the student body of Longwood University, to include, but not limited to, the Faculty Senate and all hiring committees.
       6. To prevent discrimination against any student on the basis of Gender, Race, Origin, Religious Preference, Physical Disability, Sexual Orientation, Political Ideology, Age, Creed, Marital Status, or Social-Economic Background.
       7. To foster a community of civility and to promote and maintain the development of a healthy and dignified campus environment.
       8. Enhance the spirit of Longwood University.

# MEMBERSHIP

## All students of Longwood University shall be members of this organization as they are governed by it.

# STATEMENT OF RIGHTS

## Discrimination

* + 1. All students shall be free from discrimination on the basis of: Gender, Race, Origin, Religious Preference, Physical Disability, Sexual Orientation, Political Ideology, Age, Creed, Marital Status, or Social-Economic Background.

## Freedom of Assembly, Organization, Speech, and Press

* + 1. All students shall have the freedom of assembly, organization, speech, and the press.

## Right to Due Process

* + 1. All students' rights to procedural due process shall not be violated.

## Ex Post Facto

* + 1. No Ex Post Facto laws shall be passed.

## Bills of Attainder

* + 1. No Bills of Attainder shall be passed.

## Freedom of Information

* + 1. All members of this organization as defined in Article II of this Constitution shall have freedom of information with regards to all proceedings of the Student Government Association.

## Non-Recognition of Limiting Policies

* + 1. Any member of this organization shall have the right not to recognize as valid any university statute, policy, or directive that violates the liberties outlined in Article III of this Constitution.

# ORGANIZATION

## The Legislative Branch: The Senate

* + 1. The Student Senate shall be the policy making body of the SGA. The Student Senate will be the body responsible for the formulation, communication, dissemination, and execution of student interests and shall serve as the official voice of the student body.
    2. The Student Senate will have the final vote on all issues and shall be a self-governing body.
    3. The Student Senate will have the final say on all financial issues pertaining to the SGA.
    4. The Student Senate shall have the power to:
       1. Vote on all issues affecting the services and interests of student life.
       2. Interpret this Constitution.
       3. Propose, review, and establish policies and procedures necessary to fulfill the Mission of SGA as stated in Article I, Section 2 of this Constitution.
       4. Establish and abolish committees.
       5. Discuss business in executive session as provided for within the Code of Virginia under Section 2.1-344.a and with the consent of 2/3rds of the members present and voting.
       6. Choose its advisor(s).
       7. Recommend policy to the University administration and the Board of Visitors.
       8. Conduct investigations on issues affecting student welfare.
       9. Establish a time and place of election of all offices of the SGA, within the limitations of this Constitution.
       10. Approve and review the Constitutions of all Student Organizations.
       11. Make all rules necessary and proper to the execution of this Constitution.
       12. Override a presidential veto with two-thirds (2/3) majority of the membership, which is present and voting.
    5. The Student Senate shall consist of the following members, all of which, excluding the President, shall have voting rights:
       1. President,
       2. Vice-President, who shall preside over the Student Senate.
       3. Treasurer, who shall oversee all financial matters.
       4. Secretary, who shall take minutes of all Student Senate, Executive, and Student Finance Committee meetings.
       5. Two Executive Senators: Committee Relations and Senate Relations; one chosen by the President and one elected by the senate.
       6. B.S.A President or his/her representative, either of which shall be designated for the entire term of office.
       7. Student Diversity & Inclusion Council Representative, who will be chosen by the Student Diversity & Inclusion Council.
       8. RCL Advisory Board Representative, who will be selected by the RCL Advisory Board.
       9. One (1) Representative of the Greek Community as designated by the Fraternity and Sorority Life
       10. Senior Class President, which shall be designated for the entire term of office. In the President’s absence, the Vice President of that class shall be appointed as the representative to sit for the Class President and so on to the Treasurer and Secretary.
       11. Junior Class President, which shall be designated for the entire term of office. In the President’s absence, the Vice President of that class shall be appointed as the representative to sit for the Class President and so on to the Treasurer and Secretary.
       12. Sophomore Class President, which shall be designated for the entire term of office. In the President’s absence, the Vice President of that class shall be appointed as the representative to sit for the Class President and so on to the Treasurer and Secretary.
       13. Freshman Class President, which shall be designated for the entire term of office. In the President’s absence the Vice President of that class shall be appointed as the representative to sit for the Class President and so on to the Treasurer and Secretary.
       14. Sixteen (16) Student Senators-at-Large; 14 of which are elected by the Student Body at the general election, two (2) of which are to be appointed by the President; subject to the confirmation of the Student Senate.
       15. Historian, whom the student body at the general election shall elect
       16. Graduate Student Representative; to be chosen from the Graduate Student Advisory Council. Their representative shall serve for the entire term of office.
       17. Two (2) freshman class representatives will be elected to sit on the Student Senate.
       18. Webmaster, who shall be appointed by the executive council.
       19. One (1) Representative of the Student Athletic Association Committee,
       20. One (1) representative of the Cook-Cole College of Arts and Sciences Student Advisory Board.
       21. One (1) representative of the College of Business and Economics Student Advisory Board.
       22. One (1) representative of the Honors Student Association.
       23. One (1) representative of PRIDE.
       24. One (1) representative of Hispanic Latino Association.
       25. One (1) Virginia 21 Representative, who is appointed by the president, and who serves as the liaison between Virginia 21 and the senate, and assists the Legislative Affairs Committee chair in promoting awareness and activism in issues pertaining to Virginia higher education.
    6. While the Vice President does have voting rights, he/she should only use them in case of a tie in the Senate voting.
    7. Standing Committees of the Student Senate:
       1. The Chair of each Standing Committee of the Student Senate, whose term as chair shall last one (1) year, shall be selected from the Student Senate through an application process to be conducted by the Executive Council during the break between spring and fall semesters. Should a chair become vacant, the vacancy must be filled at the next meeting of the Student Senate by a nomination and election procedure from within the Student Senate.
       2. Each Standing Committee of the Student Senate must maintain at least two Senate members; however, membership of these standing committees is open to all members of the organization as defined in Article II of this Constitution.
       3. Committees are required to meet during closed forum bi-weekly and outside of Senate meetings, at the discretion of the Committee Chair.
       4. The Academic Affairs Committee (AAC)
          1. The Academic Affairs Committee (AAC) shall act as the liaison between the SGA and the Vice-President for Academic Affairs. The AAC shall work with the Vice-President for Academic Affairs to promote academic affairs. The AAC shall have the power to enact programs concerning academic affairs, with the consent of the Student Senate. The committee chair shall also be the student representative to the faculty senate.
       5. The Legislative Affairs Committee (LAC)
          1. The Legislative Affairs Committee shall increase campus awareness of state and national issues with special regard to national, state, and local elections, financial aid concerns, and other matters of legislative interest to Longwood University students. This committee shall work with Virginia21 on student initiatives in higher education and at the state legislature. All programs and actions taken by the Legislative Affairs Committee are subject to the approval of the Student Senate. This committee shall be chaired by the Executive Senator for Senate Relations.
       6. The Student Services Committee
          1. The Student Services Committee shall be responsible for insuring that student services fulfill their obligations to the student body. These services will include, but not be limited to, the Registrar, Cashiering and Student Accounts, Financial Aid, Dining Services, and Library Services. This committee will also promote and increase awareness of student rights and defend these rights to their utmost abilities. In addition, this committee will gather information regarding matters affecting the Longwood community that which the Student Senate feels has not been adequately addressed by the Longwood University Administration, Faculty, Staff, and/or previous administrations of the Student Government Association. This committee shall also be responsible for improving the general interior of Longwood University's campus. This shall include, but not be limited to issues of lighting, safety, security, access, beautification, and parking.
       7. Recruitment and Elections Committee (REC)
          1. The Recruitment and Elections Committee (REC) shall execute all SGA elections. The REC shall be responsible for holding SGA Open Houses, holding election meetings, creating elections, creating ballots and confirming candidates’ eligibility to run for office. The membership of the REC shall consist of one (1) member of the Honor Board, one (1) member of the Conduct Board, and two (2) members of the Student Senate and chaired by one (1) member of the Executive Council.
       8. The Publicity, Social, & Spirit Committee
          1. The Publicity, Social, & Spirit Committee shall be responsible for publicizing Executive Council meetings, SGA Senate meetings, elections, SGA functions, issuers, meeting spaces, and the Mission of SGA as stated in Article I, Section 2 of this Constitution, in an appropriate and timely manner. The committee shall also plan all SGA social events. This Committee will plan events that promote campus unity and Longwood pride. This committee shall have a line item in the SGA budget as requested by the committee chair.
       9. Historian Committee
          1. The Historian Committee will be chaired by the SGA Historian and consist of four other senators. Through this committee, clubs/organizations will work with the SGA Historian and their appointed senator to edit any errors or formatting issues that their constitution may have.
    8. Class Councils
       1. Class Councils shall represent each class and work with the registrar and/or the President’s office to execute class specific events. Class Council officers consist of a President, Vice President, Treasurer and Secretary. Other officer positions may be created by the council and confirmed by the Senate. Membership of the Class Council is open to all members of that class. Class Councils shall be given an agency account to which they may use to fundraise funds for their classes’ Senior Week and graduation.

## The Executive Branch: The Executive Council

* + 1. The Executive Council shall be the agenda making body of the SGA. The Executive Council shall act on behalf of the Student Senate, when it is not possible to convene the Senate. The Executive Council shall be responsible for daily governance, allocating finance of the organization, policy review, and investigating student concerns. All actions of the Executive Council are subject to approval of the Student Senate.
    2. The membership of the Executive Council shall consist of the President, Vice-President, Treasurer, Secretary, two (2) Executive Senators, and the Historian.
    3. Standing Committees of the Executive Council:
       1. The Student Finance Committee
          1. The Student Finance Committee (SFC) shall act on behalf of the SGA to determine allotment of Student Activity Fee funds. The membership of the SFC shall consist of the Treasurer, who shall act as chair of the (SFC); the other members of the SGA Executive Council; one representative of each class; the Auditor; and other appointments when deemed necessary by the Treasurer or the SFC bylaws. This committee shall conform to those regulations concerning student activity fee allotments as provided for in the SFC Bylaws, which have been established by the SGA and confirmed by the Student Senate. All actions of the SFC are subject to the approval of the Student Senate.

## The Judiciary Branch

## Meetings

* + 1. Statement of Robert's Rules of Order
       1. All meetings of the Executive and Legislative Branches, Senate and Executive Council, shall operate under the guidelines set forth in Robert's Rules of Order Newly Revised or the latest version thereof.
       2. Time and Date of Meetings
          1. The Student Senate shall meet on Tuesdays at 3:45pm with a standard ending time of 5:30pm, to go longer at the discretion of the Vice President.
          2. The Executive Council shall meet once a week and as deemed necessary by the SGA President.

# ELECTIONS

## Time of Elections

* + 1. All SGA sponsored elections will be held in the Spring for the following positions:
       1. Executive Council
       2. Senate Members
       3. Class Officers
    2. The SGA shall hold elections for Freshman Class Officers in the fall semester.
    3. Applications for Fall SGA elections will go out within the first two weeks of classes. Applications for SGA sponsored elections will go out during the first week of March. Applications due dates shall be determined by the Recruitment & Elections Committee.
    4. Applications for SGA sponsored elections will be available for two weeks and due as determined by the Recruitment & Elections Committee.
    5. A mandatory meeting for all applicants will be held within 72 hours of the application due date and will be followed by a two week campaign period.
    6. SGA sponsored elections will be held throughout the final week of the campaign period.

## Term of Office

* + 1. Officers elected in the Spring SGA elections shall serve a term of one (1) calendar year, beginning June 1st of the same year.
    2. Freshman officers elected in the Fall SGA elections shall serve a term of (1) academic year beginning the week after they are elected and ending on June 1st of the following year.
    3. Two freshman class representatives will be elected in conjunction with freshman class officer elections to sit on the Student Senate.

## Qualifications for Office

* + 1. Students running for the Executive Council must be at least a rising sophomore, have served on the Student Government Senate for at least one full semester, may not have below a 2.3 cumulative GPA, and must be in good standing with the university.
    2. Students running for, appointed to, or holding any other Senate offices may not have below a 2.0 cumulative GPA, and must be in good standing with the university:
       1. Students having been involuntarily separated from the institution as a result of disciplinary action are not considered to be in good standing with the university. Students currently on academic probation or disciplinary probation are also considered to not be in good standing with the university.
    3. Qualifications for SGA officers, not aforementioned, are to be decided by the Student Senate.

## Vacancy of Office

* + 1. Should an office of the SGA become vacant, the body in question shall appoint another qualified student to serve out the remainder of the unexpired term. The appointment must be confirmed by the Student Senate.
    2. Should an office of the Student Senate become vacant, the President shall appoint another qualified student, subject to the confirmation of the Student Senate, to serve out the remainder of the unexpired term.
    3. Should the office of President become vacant, the Vice-President shall become President for the remainder of the unexpired term. The Vice-President may also appoint a current Senator as a Vice-President pro-tem with the ability to carry on any duties of the Vice-President that could or would conflict with the Presidential Duties.

## Run Off Elections

* + 1. The following SGA officers must be elected by a majority vote:
       1. President
       2. Vice-President
       3. Treasurer
       4. Class Presidents
    2. Should no majority be won by a single candidate in an election for one of the aforementioned offices; then there shall be a run-off election within one week of the posting of election results. The two (2) candidates receiving the most popular votes shall be the only two candidates on the run-off ballot.
    3. A majority vote is fifty-one percent (51%) of the votes cast in any election.

## Concurrent Offices

* + 1. No member shall serve in more than one elected and/or appointed executive office of the Student Government Association.

## Campaigning

* + 1. Campaign rules shall be as follows:
       1. Campaigning, including the use of printed materials, personal contact, and the wearing of costumes or uniforms, is permitted from the first day of the campaigning period, continuing until the closing of the polls.
       2. On days that the polls are open, no campaigning of any kind is allowed within 50 feet of a computer where voting is taking place. This includes both verbal campaigning and printed campaign materials.
       3. All organizations or candidates organizing official election rallies and/or debates must notify the Elections Chair at least 48 hours before the event.
       4. All campaigning materials, debates, and rallies, are to be confined to the Longwood campus.
       5. Campaign period begins the day following the mandatory election meeting, lasting until the last day of the polling period.
    2. Expenditures for the candidates are subject to the following provisions:
       1. Candidates are limited to the following levels of spending:
          1. Executive Council and Class Council Presidents: $100.00
          2. All other positions: $50.00
    3. Campaign methods and materials used by candidates are subject to the following provisions:
       1. Candidates are responsible for the activities of their campaign workers.
       2. Campaign materials must be removed within 24 hours after the closing of the polls.
       3. Materials shall not have adhesive backing, with the exception of masking tape.
       4. Any alteration of the settings of University-owned computers to display a candidate and/or campaign materials includes but not limited to screensavers, wallpapers, Internet home pages is also prohibited.
       5. Signs or posters larger than 187 square inches are prohibited. Posters may not be combined to exceed the 187 square inch limit, and must convey a complete word or thought.
       6. Campaign materials in residence halls shall only be placed on surfaces or glass permitted by each residence hall or academic building.
       7. Signs or posters of the same candidate may not be placed within 5 feet of each other.
       8. Campaign signs or posters may not be placed on trees, benches, or tables.
       9. All campaigning posters or signs, etc. that are to be posted on campus must be approved by the Longwood Student Union.
    4. Violations of the Election Code include but are not limited to the following:
       1. Exceeding the campaign spending limits;
       2. Intentional misstatement of campaign expenses;
       3. Use of illegal campaign materials or methods;
       4. Improper distributions or posting of campaign materials by candidate or campaign worker.
       5. Campaigning before the opening of the formal campaign period. The distribution of any printed materials, and holding rallies or debated before the opening of the campaign period is also prohibited;
       6. Campaigning within 50 feet of a poll and/or grouping of 3 or more computers on a voting day
       7. Removing or defacing an opponent's campaign materials;
       8. Use of slanderous or libelous material against an opponent, or use of speech or actions not in accordance with the Student Code of Conduct;
       9. Tampering with ballots, or interfering in any way with the operation of a poll;
       10. Failure to remove campaigning materials within 24 hours after the completion of an election.
    5. Violations may be charged by a candidate or a member of the Recruitment & Elections Committee.
       1. Charges must be submitted in writing to the Recruitment & Elections Chair no later than 24 hours after polls close.
       2. Charges against candidates in violations of article 3.11 must be submitted in writing no later than 48 hours after the polls close.
       3. A copy of the charges must be made available when requested to the candidate charged.

## SGA Presidential Candidate Debate

* + 1. The candidates for the office of SGA President will take part in a debate/ in front of the student body.
    2. The debate will take place during the election period, the exact time and location will be decided upon by the Recruitment & Elections Chair.
    3. The debate will be mediated by either an SGA Adviser, or by a faculty member chosen by the Recruitment & Elections Chair.
    4. The outline of the forum will be drafted by the Recruitment & Elections Chair and can be subject to change.

## Officer Transition

* + 1. Following the completion of elections, each branch shall plan an officer transition workshop. The Vice President shall plan the Transition workshop for the Senate and Executive Council.

# DUTIES OF OFFICERS

## Section 1: President

* + 1. President of Student Body
    2. President of SGA
    3. Presiding Officer of the Executive Council
    4. Student Representative to the Board of Visitors
    5. Student Liaison to the University and Community
    6. Presiding Official at Press Conferences
    7. Member of University Calendar Committee
    8. Member of Student Finance Committee
    9. Ensure functionality of committees and their structure
    10. The President shall have the power to veto any legislation passed by the Student Senate within a one (1) week period immediately following the Student Senate meeting in which the legislation was passed; notice of the veto must appear in the agenda for the next Student Senate meeting
    11. Other duties as required and/or specified by the SGA Bylaws

## Vice President

* + 1. Execute the duties of the President, in case of the President's absence or inability
    2. Presiding Officer of Student Senate
    3. Member of the Executive Council
    4. Member of Student Finance Committee
    5. Member of the President’s Student Advisory Committee
    6. Shall plan an officer transition workshop to be held following the spring election
    7. Shall have a strong understanding of Roberts Rules of Order
    8. Other duties as required and/or specified by the SGA Bylaws

## Treasurer

* + 1. Keep all financial records, bills, and checks of the SGA
    2. Member of the Executive Council
    3. Chair of the Student Finance Committee
    4. Other duties as required and/or specified by the SGA Bylaws
    5. Maintaining communication with SGA Fiscal Technician/Administrative Assistant
    6. Appoint a Vice Treasurer

## Secretary

* + 1. Take minutes of all Student Senate, Student Finance & Executive Council meetings
    2. Assist the SGA President in matters of correspondence
    3. Member of the Executive Council
    4. Take attendance at all Student Senate, Student Finance and Executive Council Meetings
    5. Member of Student Finance Committee
    6. Responsible for the filing and arranging of all past SGA minutes on SGA website
    7. Other duties as required and/or specified by the SGA Bylaws

## The Executive Senators

* + 1. Ensure functionality of committees and their structure
    2. Coordinate committee work
    3. Hold Committee Head Meetings
    4. Shall sit on the executive council
    5. Will hold meetings with the Senate outside the large meetings
    6. Serve on Student Senate
    7. Responsible for achieving and maintaining appropriate representation on all university, administrative, and faculty bodies and committees that make decisions effecting the student body of Longwood University, to include, but not limited to, the University Council and all hiring committees
    8. Other duties as required and/or specified by the SGA Bylaws

## Historian

* + 1. Responsible for maintaining the order, cataloging, and continued updating of all officer notebooks, including Class Officers and Committee Chairs
    2. Chair of the Historian Committee
    3. Member of the Executive Council
    4. Member of the Student Finance Committee
    5. Responsible for reviewing all organizational charters and constitutions prior to their presentation to the Student Senate for approval; Oversees that the Constitution has been approved by 5 Senate Members prior to its presentation to the Senate.
    6. Other duties as required and/or specified by the SGA Bylaws

## Committee Chairs

* + 1. Must submit a written report with an attendance sheet to the Executive Senator of Committee Relations 24 hours following their meeting.
    2. Must attend committee head meetings
    3. Members of the Student Senate
    4. Other duties as required and/or specified by the SGA Bylaws

## Webmaster

* + 1. Responsible for using information obtained at all meetings for the upkeep of the SGA website in a timely manner
    2. Should have a clear understanding of website design
    3. Responsible for the upkeep of all web-based items related to the SGA to include but not be limited to Facebook, Twitter, etc.

## Other Offices

* + 1. The duties of other SGA officers, not aforementioned, are to be decided by the branch in question, with consent of the Student Senate.

# REMOVAL FROM OFFICE

## Grounds for Impeachment

* + 1. Executive Council Officers, Senators, Representatives and Webmaster
       1. May be impeached for not meeting the eligibility requirements, qualifications, and/or powers and duties stipulated in the constitution and/or bylaws.
       2. May also be impeached for neglect of duty of that office stipulated by the constitution
    2. Class Officers
       1. Class Officers may be removed from office for neglect of duty as stated in the SGA Constitution and/or Class Council Bylaws
       2. Class Officers may be removed from office after an impeachment committee meets to hear the case and two-thirds of the impeachment committee votes to remove said officer from office.
          1. The impeachment committee shall be formed of all remaining members of the Class Council. The Vice President shall not vote except in the case of a tie.
    3. Executive Support
       1. All other appointed officials not otherwise mentioned in the constitution may be removed by a two-thirds majority vote of the Executive Council without impeachment proceedings.

## REMOVAL FROM OFFICE

* + 1. Executive Council Officers, Senators, Representatives, Class Officers, Historian, Auditor, and Webmaster shall be removed from office following a guilty verdict at an impeachment trial.
    2. Procedures
       1. Investigation and Preliminaries to the Trial
          1. To begin impeachment proceedings a motion to begin an investigation must originate in the Student Senate and must carry a majority vote. If said motion is directed at the presiding officer, he/she must vacate the chair in favor of the next officer in the order of succession.
          2. An investigating committee shall be named by the presiding officer which shall decide whether there is evidence to impeach and formulate the charge(s) and specifications, if said committee finds it desirable to proceed with the trial.
          3. The accused member shall receive written notice that informs him/her of the time and place of and all the charges and specifications against him/her.
          4. The accused member tempore shall be given at least two weeks to prepare his/her defense.
          5. A petition of impeachment shall be drawn up by the committee and copies made available to all member immediately prior to the trial.
          6. The Student Senate shall try the accused SGA member.
          7. The proceedings of the trial shall be held in utmost secrecy and the decision of the Student Senate is final.
          8. The order of the trial shall be set forth in Robert's Rules of Order, Newly Revised.

## IF AN OFFICER IS REMOVED

* + 1. If a Class President or Executive Council Officer (excluding the executive senators) is removed from office there shall be a campus wide election to replace the officer.
    2. If a Senator, Representative, Executive Senator is removed; the SGA President shall appoint someone to replace that office pending the approval of the SGA Senate.
    3. If a Class Officer is removed, that Class President shall appoint a new officer pending the approval of the SGA Senate.

# ATTENDANCE

## Any member of the SGA may be removed from their position following Article VII Impeachment Guidelines if they are unexcused from 3 of the following: Senator Meetings, Mandatory Events, Committee meetings or any combination of the aforementioned qualifications that equals three absences within one semester.

* + 1. To make an event/meeting mandatory, the SGA must announce that said event is mandatory at least one week prior.

## Committee chairs must submit committee minutes to their corresponding Executive Senator by the end of the Committee Meeting, so as to be counted as having held their mandatory committee meetings.

# STUDENT ORGANIZATIONS

## Requirements

* + 1. Individuals interested in creating a club and/or organization must meet the following requirements:
       1. Individuals must create a constitution that will be submitted to the SGA Historian.
          1. The constitution must outline their purpose and the way the club/organization will function.
          2. There must be 4 interested students (IFC, CPC, and NPHC organizations must meet their organization’s quota to meet this requirement)
          3. The organization must have an on campus advisor.
       2. The club/organization must hold 2 interest meetings unless the club/organization has less than 8 interested members.
       3. Before meeting with the SGA Historian, the club/organization President must meet with the Assistant Director of Clubs and Organizations to be informed about the process of starting a new club/organization.
       4. The club/organization will be assigned a senator from the Historian Committee who will attend 2 interest meetings. This senator will answer any questions the club or organization may have about the approval process.
       5. The club or organization will work with the SGA Historian and their appointed senator to edit any errors or formatting issues that their constitution may have.
       6. By the end of this process, the club or organization will need to have a total of at least 8 interested Longwood University students.
       7. The club/organization’s constitution will then go to the SGA office to be read by at least 5 senators. The Senators will read, make suggestions, and then sign the New Organization Form for the constitution.
       8. The club/organization will then be provided the senate’s suggestions.
       9. The club/organization is required to present to the Assistant Director of Student Clubs and Organizations and the SGA Historian.
       10. Upon attaining the final constitution, the SGA Historian will present the document to the SGA senate for approval.
       11. Upon approval, the organization will be on a probation period for 1 semester. During this semester, their SGA funding will be limited. Funding will be approved on a case-by-case basis through the SFC.
    2. The benefits of being a registered club/organization include: eligibility for student activity fees (unless prohibited by law, Longwood University, and/or SGA policy), space reservation and facility rental privileges, Longwood University fleet vehicle use, and approval to post on the Longwood University campus.

# THE OATH

## The official oath of all officers of the SGA, to be administered at the commencement of the officer's term, is:

* + 1. "I, (State Your Name), do solemnly swear that I will, to the best of my abilities, promote the Mission of the SGA, as defined in Article I, Section 2 of this Constitution, and faithfully execute, the duties of, the office of, (State the Office being sworn in.)"

# SUPREMACY ARTICLE

## The Supremacy Clause

* + 1. This Constitution shall be the supreme authority over the student body. All acts made in pursuance thereto shall take precedence over all other Constitutions, Charters, rules, enactment, or actions of other organizations, classes, divisions, or students at Longwood University.

# AMENDMENTS

## Proposal

* + 1. Amendments to this Constitution may be proposed by two-thirds (2/3) of the Student Senate, or by petition of one-fifteenth (1/15) of the Student Body. All amendments must be submitted in proper form to the President and the Vice-President twenty (20) days before a called election or a previously scheduled SGA election.

## Ratification

* + 1. Amendments to this Constitution must be ratified by two-thirds (2/3) of the voting Student Body, provided at least one-fifth (1/5) of the student population votes in any scheduled Fall or Spring SGA election, or called election as provided for in Article V, Section 1 of this Constitution.

# RATIFICATION

## Upon its acceptance by a two-thirds (2/3) vote of the student body, present and voting in general referendum, this Constitution shall become the governing law of the Student Body as of the ratified year.

# QUORUM

## Quorum at the senate meetings is two/thirds (2/3) of the filled senate positions.

# CONSTITUTIONAL REVIEW

## The Constitution of the Longwood University Student Government Association will be reviewed every two (2) years by the Senate.

## As Approved by 2/3 of the voting student body:

* + 1. April 2008
    2. April 2010
    3. April 2011
    4. April 2014
    5. March 2015
    6. March 2017
    7. April 2018