



**Constitution**  
of the  
**Student Government Association**  
of  
**Illinois Institute of Technology**

## **Preamble**

We, the students of Illinois Institute of Technology, in order to form a more effective and functional student government; to develop student programs; to foster a spirit of loyalty to the University; to provide all students with a means for the expression of student needs and a resource in resolving these concerns; to strive for a closer relationship among students, faculty, staff, and administration; to present opportunities for personal and leadership development among students; and to assume the fullest responsibility and power of self-government consistent with all state and federal laws and the policies of Illinois Institute of Technology, do hereby establish and ordain this Constitution for the Student Government Association.

## **ARTICLE I. General Organization**

### *Section 1. Name.*

The name of this organization shall be the Student Government Association of the Illinois Institute of Technology and shall hereinafter be referred to as the SGA and the University respectively. All references to Illinois Institute of Technology or the University within this Constitution and the SGA Bylaws inherently include Vandercook School of Music.

### *Section 2. Structure.*

The SGA shall be organized into three branches: The Executive Branch composed of the Executive Board, the Legislative Branch composed of the Senate and General Assembly, and the Judicial Branch composed of the Judicial Board.

## **ARTICLE II. Officers**

### *Section 1. Officers and Duties.*

The officers of the SGA shall be the members of the Executive Board and the Senate. These officers shall perform the duties prescribed by this Constitution and by the parliamentary authority adopted by the SGA.

### *Section 2. Elections.*

Except in the case of a vacancy as outlined in [Article III Section 8](#), all officers shall be elected according to the SGA Bylaws.

### *Section 3. Term of Office.*

All officers shall serve a one-year term, beginning upon the administration of the appropriate Oath of Office, or until their successors are elected.

*Section 4. Office-Holding Limitations.*

No officer may hold more than one office simultaneously outside his duties as outlined in [Article III Section 2](#). No Executive Officer shall serve on the Finance Committee, outside his duties as outlines in [Article III Section 2](#). No member may hold the same office for more than two consecutive full terms.

### **ARTICLE III. Executive Board**

*Section 1. Board Members.*

The Executive Board shall consist of the President, Executive Vice President, Vice President of Academic Affairs, Vice President of Student Life, Vice President of Finance, and Vice President of Communications.

*Section 2. Board's Duties and Powers.*

The Executive Board shall have general supervision of the affairs of the SGA between its business meetings; shall evaluate and modify the Constitution and Bylaws when necessary; shall ensure the advancement of the SGA; shall fix the hour and place of Senate and General Assembly meetings; shall make recommendations to the Senate; shall in the case of a vacancy appoint an Officer Pro Tem; and shall perform other duties as specified in this Constitution.

A. The duties and powers of the President are as follows:

1. Preside over the Executive Board and the General Assembly.
2. Present the concerns, recommendations, and resolutions of the SGA to the proper University officials.
3. Serve as the principle representative of the SGA to the University and any external organization.
4. Approve or veto, by signature, any bill or resolution adopted by the Senate within one week of Senate approval. The President shall not veto action involving impeachment, removal from office, a Judicial Board recommendation, or a Finance Committee allocation.
5. Appoint student members to University committees as needed.
6. Appoint, in the case of a vacancy, members of the Judicial Board, to be confirmed by a 2/3 vote of the Senate.
7. Notify all members and advisors in the event of any special meeting, in the method outlined by this Constitution.
8. Administer the Oath of Office to the incoming Executive Board as outlined in [Section 6 of this Article](#).

B. The duties and powers of the Executive Vice President are as follows:

1. Preside over the Senate.
2. Appoint a Parliamentarian of the Senate.
3. Develop and facilitate Senator Workshops.
4. Manage all finances of the SGA, including fundraising, budgeting, disbursements, and Student Activity Fund proposals requested by the SGA and its committees.
5. Administer the Senator's Oath of Office as outlined in [Article IV Section 7](#).
6. Any duties assigned by the President.

C. The duties of the Vice President of Academic Affairs are as follows:

1. Preside over the Academic Affairs Committee and provide a current list of active members of the committee to the Vice President of Communications before each regular meeting of the Senate.
2. Assist students in addressing concerns regarding academic affairs of the University.
3. Serve as an SGA liaison to faculty and administration regarding academic affairs of the University.
4. Maintain the duties and powers afforded to a Senator.
5. Any duties assigned by the President.

D. The duties of the Vice President of Student Life are as follows:

1. Preside over the Student Life Committee and provide a current list of active members of the committee to the Vice President of Communications before each regular meeting of the Senate.
2. Assist students in addressing concerns regarding student life at the University.
3. Serve as an SGA liaison to faculty and administration regarding student life at the University.
4. Maintain the duties and powers afforded to a Senator.
5. Any duties assigned by the President.

E. The duties of the Vice President of Finance are as follows:

1. Preside over the Finance Committee in the manner outlined in the SGA Bylaws.
2. Move appropriate and timely action for the formation and dissolution of the Finance Committee Selection Commission.
3. Preside over the Finance Committee Selection Commission.
4. Serve as an SGA liaison to the Office of Student Activities regarding Student Activity Funds appropriations.
5. Maintain the duties and powers afforded to a Senator.

6. Any duties assigned by the President.
- F. The duties of the Vice President of Communications are as follows:
1. Preside over the Public Relations Committee and maintain a current list of active members of the committee.
  2. Ensure that all branches of SGA project a unified image to the IIT community.
  3. Notify all members of their respective regular meetings.
  4. Serve as the Secretary of the Legislative and Executive Branches of the SGA.
    - i. Maintain a permanent record of minutes.
    - ii. Maintain a current record of Senate attendance.
    - iii. Any other duties outlined by the parliamentary authority adopted by the SGA.
  5. Notify Senators, in writing, if their status is in jeopardy for any reason, as outlined in [Article IV, Section 4](#).
  6. Maintain the duties and powers afforded to a Senator.
  7. Any duties assigned by the President.

### *Section 3. Devolvement of Duties.*

In the event that the President is not capable of performing his duties, the Executive Board shall appoint a President Pro Tem to assume the duties and powers of the President until the President is capable of performing his duties. If the President cannot perform his duties for more than 14 consecutive calendar days, the Senate may, by a two-thirds vote, declare a vacancy in the office of the President.

### *Section 4. Meetings.*

An Executive Board meeting shall be called by the President or by written notice of three Executive Officers.

### *Section 5. Transitional Meeting.*

After election results have been announced and before the last regular meeting of the spring semester, at a time defined by the outgoing President, both the outgoing Executive Board and incoming Executive Board shall meet for the purpose of officer transition and training.

### *Section 6. Oath of Office.*

The Oath of Office shall be administered by the outgoing President at the regular Senate meeting immediately following the transitional meeting. In case the incoming President is the outgoing President, the outgoing Executive Vice President shall administer the Oath of Office to the incoming President. All incoming Executive

Officers shall take the following Oath of Office before assuming the duties and powers outlined in this Constitution:

I, [name], do hereby affirm that I shall justly support and defend the Constitution and Bylaws of the Student Government Association of the Illinois Institute of Technology. I vow to fulfill my obligations to my fellow students and my duties as [office] to the best of my ability.

*Section 7. Resignation.*

Any Executive Officer intending to resign shall make known of this intent in writing to the President, the Senate, and the Chief Justice.

*Section 8. Vacancies.*

In the event of a vacancy in the office of the President, the Executive Vice President shall assume the office of the President. For all other Executive Board vacancies, nominations for the applicable office shall open at the following regular Senate meeting. Candidates must meet the qualifications as outlined in the SGA Bylaws. The open positions shall be elected by a majority of the Senate at a Senate meeting immediately following the opening of nominations.

## **ARTICLE IV. Senate**

*Section 1. Senate Members.*

The members of the Senate, herein referred to as Senators, shall be elected representatives of their respective constituencies.

*Section 2. Representation.*

Student representation shall be determined by means of the enrollment in each college of the University as outlined in the SGA Bylaws. In addition, Commuter Students Association, Graduate Students Association, Greek Council, and Residence Hall Association shall each be represented by one Senator provided that the organization satisfies the requirements outlined in the SGA Bylaws.

*Section 3. Election of Senators.*

The election of Senators shall be executed and governed according to the SGA Bylaws.

#### *Section 4. Senatorial Requirements.*

- A. Senators are expected to maintain a satisfactory frequency of attendance as defined by the SGA Bylaws.
- B. Senators shall hold membership on at least one standing committee of the Senate by the second regular meeting of the Senate, and must remain an active member of a standing committee as determined by its presiding officer.
- C. Senators shall maintain enrollment in the college of their constituency. If at anytime a Senator is no longer enrolled in the college he represents, he shall be removed from office but shall remain in good standing with the SGA.

#### *Section 5. Senate's Duties and Powers.*

The Senate shall serve as the primary legislative and deliberative body of the SGA and shall represent the views of the student body. The Senate has the duties and powers to:

- A. Adopt bills and resolutions which advance the purposes of the SGA as defined in the Preamble of this Constitution.
- B. Consider recommendations by the General Assembly, Executive Board, and Judicial Board.
- C. When in the best interest of the student body, override a Presidential Veto with a two-thirds vote.
- D. When in the best interest of the student body, remove from office any member of the Executive Board, Senate, or Judicial Board as outlined in [Article VII](#).
- E. When in the best interest of the student body, recognize student organizations with a majority vote as requested by the Office of Student Activities.
- F. Retain all powers vested in the SGA that are not specifically delegated by the Constitution and Bylaws.

#### *Section 6. Senator Workshop.*

All incoming and returning Senators shall complete a Senator workshop as facilitated by the Executive Vice President before assuming the duties and powers outlined in this Constitution. The purpose of the Senator workshop shall be to develop the direction of the SGA alongside the Executive Board and to inform Senators of the proper rules and procedures of the Senate.

*Section 7. Senator's Oath of Office.*

The Senator's Oath of Office shall be administered to the Senate by the Executive Vice President. All incoming and returning Senators shall take the Senator's Oath of Office, either individually or collectively, before assuming the duties and powers outlined in this Constitution:

I, Senator [surname], do hereby affirm that I shall justly support and defend the Constitution and Bylaws of the Student Government Association of the Illinois Institute of Technology. I vow to fulfill my obligations to my constituents and my duties as Senator to the best of my ability.

*Section 8. Regular Meetings.*

The regular meetings of the Senate shall be held on every other Tuesday during which fall or spring semester classes are in session.

*Section 9. Special Meetings.*

Special meetings may be called by the Executive Vice President, by the Executive Board, by the President of the University or upon the written request of ten Senators. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least five calendar days' notice shall be given.

*Section 10. Quorum.*

A majority of all Senators shall constitute a quorum.

*Section 11. Resignation.*

Any Senator desiring to resign from the Senate shall make known of this intent in writing to the Vice President of Communications who shall present it to the Executive Board.

*Section 12. Vacancies.*

A. In the event of a vacancy in a Senate seat for colleges, nominations for applicable Senate seats shall open at the next regular Senate meeting upon request of a majority of the Senate or if a college is no longer represented in the Senate. Candidates must meet the qualifications outlined in the SGA Bylaws. The open positions shall be elected by a plurality of the Senate at a Senate meeting immediately following the opening of nominations. Unless a college is no longer represented in the Senate, the ballot for this election shall include an option to allow the vacancy to remain.

- B. In the event of a vacancy in a Senate seat for organizations, the applicable organization may elect to fill the vacancy in a method determined by that organization, provided that the organization is registered and in good standing with the Office of Student Activities. The incoming Senator elected by the organization must meet all Senatorial requirements and shall be approved by a majority of the Senate.

*Section 13. Privileges of Guests.*

Upon presentation of valid Illinois Institute of Technology student identification, a guest is entitled to privileged participation in Senate meetings as outlined in the Standing Rules of the Senate. Outside of Executive Session, guests shall be allowed to observe any proceedings of the Senate.

## **ARTICLE V. General Assembly**

*Section 1. Assembly Members.*

The members of the General Assembly shall be any full-time or part-time, undergraduate or graduate students of the University.

*Section 2. Assembly's Duties and Powers.*

The General Assembly shall serve as a deliberative body of the SGA and as a means to keep the student body informed of the actions of the University and the SGA. The duties and powers of the General Assembly are as follows:

- A. The General Assembly shall serve as an open forum for informal discussion, debate, or presentation of information pertaining to SGA and University matters.
- B. The General Assembly may make recommendations to the Senate.
  - i. Any recommendation adopted by the General Assembly is automatically added to the agenda for the next regular Senate meeting. Any motion shall be offered to the Senate as it was carried by the General Assembly and shall be either adopted or rejected by the Senate.
- C. The General Assembly shall not amend this Constitution or the Bylaws of the SGA or adopt legislation on the behalf of the SGA.

*Section 3. Regular Meetings.*

The regular meetings of the General Assembly shall be held on every Tuesday during which there is no regular Senate meeting and which fall or spring semester classes are in session.

*Section 4. Special Meetings.*

Special meetings may be called by the President, by the Executive Board, or upon the written request of fifteen members. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least five calendar days' notice shall be given.

*Section 5. Quorum.*

More than half the number of members attending the last regular meeting, but no less than ten, shall constitute a quorum.

## **ARTICLE VI. Judicial Board**

*Section 1. Board Members.*

The Judicial Board shall consist of five members, herein referred to as Justices, who are appointed as outlined in the SGA Bylaws. One member shall serve as the Chief Justice and one as the Administrative Justice, as designated by the President at the time of appointment.

- A. The Chief Justice shall preside over the Judicial Board, fix the time and place of Judicial Board hearings and meetings, and perform the duties outlined the SGA Bylaws.
- B. The Administrative Justice shall serve as the secretary of the Judicial Board and shall perform the duties outlined in the SGA Bylaws.

*Section 2. Board's Duties and Powers*

The Judicial Board shall serve as the investigatory and trial Board for disciplinary procedures of and within the SGA; serve to hear appeals of Finance Committee decisions; and hear requests for impeachment. Upon approval of the Dean of Students, designated Justices shall also serve as members of the University Judicial Board as outlined in the Student Handbook.

*Section 3. Quorum.*

Three Justices shall constitute a quorum.

*Section 4. Term of Office.*

All Justices shall serve a one-year term beginning at the time they are confirmed by the Senate, or until their successors are confirmed.

*Section 5. Office-Holding Limitations.*

No Justice may serve on the Finance Committee, as a Senator, or as an Executive Officer. No Justice shall serve as the Chief Justice and the Administrative Justice simultaneously.

*Section 6. Vacancies*

In the event of a vacancy, the President shall appoint a replacement which shall be confirmed upon a two-thirds vote of the Senate to fill the vacancy for the remainder of the outgoing Justice's term. Incoming Justices shall meet the qualifications outlined in the SGA Bylaws.

## **ARTICLE VI. Committees**

*Section 1. Academic Affairs Committee.*

The Academic Affairs Committee shall consist of the Vice President of Academic Affairs, Senators requesting membership, and any student appointed by the Vice President of Academic Affairs. It shall be the duty of this committee to investigate matters and to suggest action to improve the academic programs and endeavors of the University.

*Section 2. Student Life Committee.*

The Student Life Committee shall consist of the Vice President of Student Life, Senators requesting membership, and any student appointed by the Vice President of Student Life. It shall be the duty of this committee to investigate matters and to suggest action in order to improve the quality of student life, to provide student leadership opportunities, and to recognize outstanding students.

*Section 3. Finance Committee.*

The Finance Committee shall consist of the Vice President of Finance and eight other students nominated by student organizations, appointed by the Finance Committee Selection Commission, and confirmed by the Senate as outlined in the SGA Bylaws. It shall be the duty of this committee to allocate Student Activity Funds to student organizations in the manner outlined by the SGA Bylaws. The Finance

Committee shall retain the right to establish and amend standing rules of the Committee.

*Section 4. Public Relations Committee.*

The Public Relations Committee consists of the Vice President of Communications, Senators requesting membership, and any student appointed by the Vice President of Communications. It shall be the duty of this committee to promote the affairs of the SGA and to help ensure that all branches of SGA project a unified image to the IIT community through campus media and any other available means.

*Section 5. Executive Election Committee.*

The Executive Election Committee shall consist of students appointed by the Executive Board as outlined in the SGA Bylaws. It shall be the duty of this committee to govern Executive Elections in a manner fair to all candidates and well-representative of the SGA as outlined by the SGA Bylaws. Participation in this committee does not satisfy a Senator's requirement to serve on a standing committee of the Senate.

*Section 6. Senatorial Election Committee.*

The Senatorial Election Committee shall consist of students appointed by the Executive Board as outlined in the SGA Bylaws. It shall be the duty of this committee to govern Senatorial Elections in a manner fair to all candidates and well-representative of the SGA as outlined by the SGA Bylaws. Participation in this committee does not satisfy a Senator's requirement to serve on a standing committee of the Senate.

*Section 7. Special Committees.*

A special committee shall be created by a majority vote of the Senate as the Senate deems it necessary to carry on specialized tasks of the SGA.

**ARTICLE VII. Impeachment and Removal from Office**

*Section 1. Impeachment.*

Impeachment shall proceed according to the SGA Bylaws.

*Section 2. Removal from Office.*

Removal from Office shall proceed according to the SGA Bylaws.

### **ARTICLE VIII. Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the SGA in all cases in which they are applicable and in which they are not inconsistent with this Constitution, Bylaws, or any special rules of order the SGA may adopt.

### **ARTICLE IX. Amendment of Constitution**

This Constitution and SGA Bylaws may be amended only by the Senate at any regular Senate meeting with a two-thirds vote, provided that the amendment has been submitted in writing at the previous regular Senate meeting.