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Constitution

PURCHASE STUDENT GOVERNMENT ASSOCIATION

Amended by the Student Body on April 20th, 2018

Ratified by the Student Senate on April 24th, 2018

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ARTICLE I – NAME

The association created under this constitution shall be known as The Student Senate Association, Inc., hereinafter referred to as the Purchase Student Government Association (PSGA).

ARTICLE II – PURPOSE + MISSION

~~Section II.1: To represent, advocate and further the interests and welfare of the students of Purchase College.~~

The PSGA is a student run, student managed organization dedicated to utilizing our mandatory student activity fee to ensure that there are student activities and involvement at our college. The PSGA strives to be an anti-racist, anti-ableist, anti-queerphobic, and anti-discriminatory organization to serve our student body to the best of our ability. In order to do so, we work actively amongst the organization and through shared governance with the Purchase College administration, to bring solutions to issues that the student body faces. We do this in order to advocate for all students and continue the work we do on this campus.*

II.1.1 – Ensure that all students have equal access, are served fairly and treated appropriately as regards to the **Non-Discrimination Policy (Article IV) and Safer Safe Policy.**

II.1.2 – Promote the active involvement of students in the governance of the college.

II.1.3 – Secure and protect the greatest possible freedom of action for all PSGA recognized groups.

II.1.4 – Secure and protect the greatest possible freedom of action for all members of the PSGA, regardless of GPA, major, year, and disciplinary status.

II.1.5 – Provide a central clearing-house of information for all students.

II.1.6 – To manage funds brought in by the Mandatory Student Activity Fee, and any additional sources, in the interest of the student body.

ARTICLE III – MEMBERSHIP

Section III.1: *Criteria*

III.1.1 – All full-time and part-time students who have been assessed and have paid the Mandatory Student Activity Fee shall be members of the PSGA.

III.1.2 – The Senate may from time to time create additional categories of persons who shall have the right to voluntarily pay the Mandatory Student Activity Fee and therefore be members of the PSGA.

Section III.2: *Rights*

III.2.1 – All members share equally in the rights of the PSGA.

III.2.2 – All members shall have the right to vote in the elections of the PSGA.

III.2.3 – All members shall have the right to participate in all events sponsored and/or funded by the PSGA.

III.2.4 – All members shall have the right to petition the Senate.

III.2.5 – All members shall have the right to apply for any hired position within the PSGA through procedures established by constitutional bylaw.

III.2.6 – All members shall have the right to file formal complaints with the PSGA Executive Board.

ARTICLE IV – NON-DISCRIMINATION POLICY

Section I. NON-DISCRIMINATION POLICY

The PSGA shall not discriminate against any mandatory student activity fee-paying member on any basis including but not limited to real or perceived age, race, sex, gender identity/expression, sexual orientation, sexual history, religious orientation, physical or mental disability, veteran status, alienage, citizenship, marital or parental status, legally recognized domestic partnership status, national origin, ancestry, creed, political belief, arrest and/or conviction record, or any other criterion prohibited by federal, state or local law.

Section II. SAFER SPACE POLICY

II.I: All students, PSGA events and spaces must adhere to the Safer Space policy as follows:

I will be extremely mindful of my speech and actions and the effect they may have on others.

I will respect people's boundaries and always interact with others' consent, be it physically, emotionally, or verbally.

I will not make assumptions about people's identities in terms of race, gender, sexuality, abilities, class, or background.

I will be aware of my prejudices and privileges and the space I take up.

I will enforce mutual aid and mutual respect consistently and look out for my peers.

I will radically carry these guidelines through all forms of communication, physical and non-physical: In person, by telephone, and on the internet.

ARTICLE V – SENATE BRANCH

Section V.1: *Definition*

V.1.1 – The primary legislative powers of the PSGA shall be vested in the PSGA Senate.

V.1.2 – In order for any official Senate meeting to be conducted, a quorum is required. A quorum shall be defined as greater than fifty percent (50%) of the current elected members.

V.1.3 – The most recent version of Robert's Rules of Order shall be used when meetings of the Senate are conducted. Robert's Rules may be suspended by the Chair of the Senate to discuss issues at hand.

Section V.2: *Composition*

V.2.1 – The ratio of Senate members to constituents shall be set annually as part of the spring elections process.

~~V.2.1.a – The Elections Committee shall calculate the composition prior to each election based on the latest published enrollment data, and may recommend a new ratio to the Senate.~~

V.2.1.b – The Senate, after receiving prior notice of the recommendation, may approve a new ratio by a 2/3-majority vote.

V.2.2 – The Senate shall be made up of PSGA members, who shall serve as voting representatives of the following constituencies:

V.2.2.a – Residential Senators: There shall be one seat for each portion of students living in each residential complex, as well as commuter students.

V.2.2.a.i – The Residential Senators shall be elected in the Fall

- V.2.2.a.ii – The Term of Office for Residential Senators begins immediately upon ratification of elections results, and concludes at 11:59pm on the day prior to Commencement.
- V.2.2.a.iii – There shall be one Athletic Senator for every portion of student athletes. For all purposes, other than constituency and composition, Athletic Senators shall be considered Residential.
- V.2.3 – Academic Senators: There shall be one seat for each portion of students studying in each academic division (School of Arts, School of Liberal Arts and Sciences)
- V.2.3.a – The Academic Senators shall be elected in the Spring, concurrent with executive elections
- V.2.3.b – The Term of Office for Academic Senators begins on the day of Commencement, and concludes on the day prior to Commencement at 11:59pm the following year.
- V.2.4 – Appointed representatives filling vacancies shall assume office immediately upon confirmation and serve until the next regular or special election, or until expiration of their term, whichever may come first.
- V.2.5 – The Senate may expel its own members on the basis of neglect of duty by a two-thirds (2/3) vote of the Senate.

Section V.3: *Duties*

- V.3.1 – To represent the student body.
- V.3.2 – To legislate on bylaws, regulations, and procedures of the PSGA.
- V.3.3 – To advocate on behalf of the entire student body.

Section V.4: *Powers*

- V.4.1 – All decisions of the Senate shall be binding on all members of the PSGA.
- V.4.2 – By a 2/3 vote of its membership, the Senate may override a veto by the Executive Board.
- V.4.3 – By a 2/3 vote of its membership, the Senate may override a decision made by the Judicial Board.
- V.4.4 – By a 2/3 vote of its membership, the Senate may overrule the composition and/or membership of any Senate committee.
- V.4.5 – Only the Senate shall take final action on any committee decisions, motions, and/or suggestions made by the PSGA.
- V.4.6 – **By a 2/3 vote of its membership**, the Senate may call for a special election .
- V.4.7 – The Senate may approve the dissolution of a Service by a simple majority vote (greater than 50%).
- V.4.8 – In the event of a vacancy in the Executive Board, other than President, the Senate may appoint, by a simple majority (greater than 50%), a person to fill the vacancy until the next general election.
- V.4.9 – In the event of a vacancy in the Senate, the Senate may appoint by a 2/3 vote, a nominee by the Chair of the Senate.

Section V.5: *Obligations of Senate Members*

- V.5.1 – Shall attend all Senate meetings.
- V.5.2 – Shall sit on and attend at least two (2) committees recognized by the PSGA as needed.
- V.5.3 – Shall act upon the issues and concerns of their constituents and inform them on matters of the Senate.
- V.5.4 – Shall report to the Senate on any actions performed as a senator.
- V.5.5 – Shall participate in a retreat for senators during the fall and spring semesters.
- V.5.6 – Shall be allowed two un-excused absences in the duration of their term.

Section V.6: *Committees*

- V.6.1 – Guidelines
- V.6.1.a – There shall be the following committees under the Senate: Finance, **Elections**, Civic Actions, Steering, Public **Art and** Relations, **Public Art**, Diversity, **The Student Center**, and The Green Fee Council.
- V.6.1.b – The Senate shall have the power to create ad hoc committees as needed

- V.6.1.c – The Chair of the committee is responsible for ensuring that order is kept during all meetings. The Chair acts as the arbiter of discussions in committees.
- V.6.1.d – A simple majority vote (greater than 50%) by a committee may appoint and dismiss non-voting members to their committee.
- V.6.1.e – The latest version of Robert's Rules of Order may be used in standing committees when a majority of the committee members present deem it necessary.
- V.6.1.f – All committees approved by the Senate must conform to the composition stipulated by their bylaws.
- V.6.1.g – All committees shall have the following **minimum** composition, unless otherwise stipulated in bylaws:
- V.6.1.g.i – Three Senators
 - V.6.1.g.ii – One Representative from the Council of Clubs and Organizations
 - V.6.1.g.iii – One member of the PSGA who does not serve in any other official capacity.
- V.6.1.h – All PSGA committees and boards must maintain minutes of every meeting
- V.6.1.h.i – Minutes must include attendance.
- ~~V.6.1.h.ii – Minutes must be submitted to the PSGA Business Office within five (5) business days.~~
Minutes must be uploaded to the sponsoring Pantherlink page within four (4) business days.
- V.6.1.h.iii – If minutes are not submitted, then any action or financial transaction sanctioned by the Committee or Board in no way becomes official and holds no bearing in within the purview of the PSGA.
- V.6.1.h.iv – Minutes shall be archived permanently as a public record for all PSGA members.
- V.6.1.i – Quorum shall be defined as greater than fifty percent (50%) of the committee members, unless otherwise designated when the committee is formed.
- V.6.1.i.i – Quorum is not required for a committee to meet unless a majority of the committee's members deem it necessary.
- V.6.1.i.ii – Quorum is always required for a vote to occur.
- V.6.1.j – During breaks in the academic calendar, committees may convene via conference call or video chat, so long as advance notice of the call has been given and quorum is present, and then only to deal with time-sensitive business.

V.6.2 – Conflicts of Interest

- V.6.2.a – Whenever an elected official or committee member has a financial or personal interest in any matter coming before the Senate, or any Board or Committee, the affected person shall:
- V.6.2.a.i – Fully disclose the nature of the interest and;
 - V.6.2.a.ii – Withdraw from discussion, lobbying, and voting on the matter.
- V.6.2.b – Any transaction or vote involving a potential conflict of interest shall be approved only when a majority of disinterested members determine that it is in the best interest of the PSGA to do so.
- V.6.2.c – The minutes of meetings at which such votes are taken shall record such disclosure, abstention and rationale for approval.

~~V.6.3 – Elections Committee~~

- ~~V.6.3.a – The Elections Committee shall conduct elections for the PSGA.~~
- ~~V.6.3.b – Shall be chaired by the Chair of the Senate. In the event that the Chair of the Senate is a candidate for an Executive Board position, the Senate shall appoint a new chair.~~
- ~~V.6.3.c – The Elections Committee shall conduct all elections for all positions and referendums requiring a vote of the body at large.~~
- ~~V.6.3.d – Elections must be held for every office in the PSGA as per their terms.~~

~~V.6.3.e – The Elections Committee will publicize all elections and results including the amount of votes per candidate. The publication must state the times and locations for voting, the subject of the said election or vote, all election procedures, and information about the eligibility of voters in the body at large.~~

V.6.4 – Finance Committee

V.6.4.a – Is charged with the annual budget of the PSGA, all its proposed allocations, and all its proposed re-allocations.

V.6.4.b – Shall be chaired by the Coordinator of Finance.

V.6.4.c – Shall recommend and implement programming for the PSGA.

V.6.5 – Major Events Committee

V.6.5.a – Shall recommend and implement programming for the major events of the PSGA.

V.6.6 – Civic Actions Committee

V.6.6.a – Shall carry out projects initiated by the Senate in order to improve campus life.

V.6.6.b – Shall be chaired by the President.

V.6.7 – Steering Committee

V.6.7.a – Shall review internal operations of the PSGA, including but not limited to changes to the bylaws and proposed constitutional amendments.

V.6.7.b – Shall review the charter of any new club, organization, service, or committee for constitutional compliance prior to their recognition by the PSGA.

V.6.7.c – Shall be chaired by the Chair of Senate.

V.6.8 – Public Art and Relations

V.6.8.a – Shall oversee the public art and relations of the PSGA.

V.6.8.b – Shall be chaired by the Coordinator of Public Affairs.

V.6.8.c – Shall serve to beautify Purchase College through the use of pre-approved art projects on campus.

V.6.8.d – Shall maintain current public art at Purchase College.

~~V.6.9 – Public Art and Relations~~

~~V.6.9.a – Shall serve to beautify Purchase College through the use of pre-approved art projects on campus.~~

~~V.6.9.b – Shall maintain current public art at Purchase College.~~

~~V.6.9.c – Shall be co-chaired by a senator.~~

~~V.6.10 – Student Center~~

~~V.6.10.a – Shall act as an open forum between Student Center Staff and PSGA members to discuss possible improvements to the space.~~

V.6.11 – GREEN FEE COUNCIL

V.6.11.a – Shall work to plan and enact sustainability projects at Purchase College through various means including, but not limited to, collaborations with different departments on and off campus, developing of sustainable infrastructure on campus, and education of members of the PSGA pertaining to sustainability.

V.6.11.b – Shall be chaired by the Sustainability Coordinator

~~Section V.7: – Summer Officers~~

~~V.7.1 – Definitions~~

- V.7.1.a – The Summer Officers shall address any pending business that cannot wait for the fall semester, supervise the PSGA's summer operations, prepare for the fall semester, represent the Senate in all manners in which they are able, and enact any agenda set by the Senate at the end of the spring term.
- V.7.1.b – The term of the Summer Officers shall be from the time of their appointment until the first meeting of the newly elected Senate in the following fall semester.
- V.7.1.c – The constituency of the summer officers shall be defined as the constituency of the Senate that they represent, i.e. every activity fee-paying student attending during the summer session.
- V.7.2 – Composition
- V.7.2.a – The Summer Officers shall be elected by the Senate at the third-to-last Senate meeting of the preceding spring semester.
- V.7.2.b – The number of Summer Officers shall be determined by the Senate.
- V.7.2.c – Elected Summer Officers must be current members of the PSGA at the time of their election and must have previously served as elected or appointed officers of the PSGA. If not enough people who meet these criteria are available, the Senate may choose, instead, to elect other students.
- V.7.3 – Duties
- V.7.3.a – Must organize the PSGA's participation in the New Student Orientation.
- V.7.3.b – Must organize and prepare the PSGA office for the fall semester in consultation with the Executive Board.
- V.7.3.c – Must enact any agenda set by the Senate and any duties that the Senate deems necessary.
- V.7.3.d – Must handle any business over the summer that would normally be handled by the Senate, and is within its power to do so.
- V.7.3.e – Must inform the Executive Board of any business that requires Senate action over the course of the summer.
- V.7.3.f – Must prepare a report given to the new Senate on the last day of the Summer Officers' term describing the actions taken over the summer.
- V.7.4 – Powers: The Summer Officers during their term will have all the powers and responsibilities assigned to the Senate except the following:
- V.7.4.a – Are not required to attend committee meetings.
- V.7.4.b – Are not required to participate in the annual leadership training retreat.
- V.7.4.c – May not call for a special election.
- V.7.4.d – May not appoint executive or Senate vacancies.
- V.7.4.e – May not approve bylaws or regulations.
- V.7.4.f – May have other restrictions on their rights and responsibilities as described in bylaws.
- V.7.4.g – At any point the Senate may assign any of the above restricted powers to the Summer Officers with a majority (50%) vote.

ARTICLE VI – EXECUTIVE BRANCH

The Executive Branch of the PSGA shall consist of the Executive Board, as described in this article.

Section VI.1: *Composition*

- VI.1.1 – The Executive Board shall consist of the President, the Vice President, the Chair of the Senate, the Coordinator of Clubs and Organizations, the **Chief Financial Officer**, The Student Activities Coordinator and the Coordinator of Public Affairs.
- VI.1.2 – Terms of office for members of the Executive Board, excluding the Coordinator of Finance, shall be approximately twelve (12) months in length beginning on commencement and concluding on the day prior

to commencement at 11:59pm the following year. The term of office for the Coordinator of Finance shall begin on the first day of June, and conclude on the last day of the following May.

- VI.1.3 – Qualifications for election to the Executive Board shall include current membership in the PSGA, and good academic and disciplinary standing with the college.
- VI.1.4 – No Executive Board member shall be an Executive member of any club, organization, or service.
- VI.1.5 – No Executive Board member may be hired for or appointed to another PSGA position.

Section VI.2: *Duties*

- VI.2.1 – Members of the Executive Board are required to attend Senate meetings.
- VI.2.2 – Members of the Executive Board shall serve as non-voting members of designated committees, except as otherwise noted.
- VI.2.3 – Members of the Executive Board shall clearly announce the time and location of their committees to the Senate in a timely manner.
- VI.2.4 – Members of the Executive Board shall be proficient in knowledge of the constitution, bylaws, and policies of the PSGA.
- VI.2.5 – Members of the Executive Board are required to attend Executive Board meetings. Members of the Executive Board are allowed up to two unexcused absences during their term.
- VI.2.6 – All executives shall adequately describe their PSGA-related activities to the Senate and/or other executives if and when requested.
- VI.2.7 – No executive may perform personal duties in the name of the PSGA.
- VI.2.8 – No executive may act for partisan political reasons in the interest of the PSGA.
- ~~VI.2.9 – To hold and facilitate at least one Public Town Hall Meeting a semester.~~
- VI.2.10 – Shall submit a weekly written Executive Report to the Senate that should be sent to the Chair of Senate at a deadline chosen by them at the beginning of each semester describing all actions performed in the name of the PSGA.
- VI.2.11 – Shall respond to any email in the name of the PSGA within two (2) official class days.
- VI.2.12 – Shall hold at least three (3) office hours a week.

Section VI.3: *Powers*

- VI.3.1 – To hire and dismiss employees of the PSGA.
- VI.3.2 – To oversee the operations of Services, and to appoint and dismiss Service ~~Heads~~ ~~Executives~~ as required.
- VI.3.3 – May veto any decision made by the Senate within ten (10) official class days of the decision.
- ~~VI.3.4 – To approve the elections timeline brought forward by the Chair of Senate.~~
- ~~VI.3.5 – May nominate, and, with approval of the Senate, appoint Directors and Coordinators.~~
- ~~VI.3.5.a – The Senate may, by a two-thirds vote, reject a nomination.~~
- ~~VI.3.5.b – Appointed Directors and Coordinators shall submit weekly reports to the Executive Board on all official activities.~~
- ~~VI.3.5.c – Directors and Coordinators may not hold another elected, hired, or appointed position in the PSGA, except for leadership positions in clubs (but may not serve as a representative to the Council of Clubs and Organizations).~~
- ~~VI.3.5.d – In the case of removal from office, or resignation of an Executive Board member, the parties that each of them serve will then appoint an interim member.~~

Section VI.4: *President*

- VI.4.1 – Shall serve as the chief representative of the PSGA to the students, faculty, staff and administration.

- VI.4.2 – Shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Executive Board.
- VI.4.3 – Shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Civic Actions Committee.
- VI.4.4 – Shall serve as a student representative on the College Council.
- VI.4.5 – **Shall serve as a student representative on the Middle States Accreditation Committee, or assign a designee, when applicable.**
- VI.4.6 – Shall nominate and, with two-thirds (2/3) consent of the Senate; appoint justices to fill vacancies on the Judicial Board.
- VI.4.7 – Shall report, as necessary, at regular Senate meetings, and shall present a State of the Union report to the Senate each semester.
- VI.4.8 – Shall meet with the President of the College and other college administrators as needed to discuss the ongoing direction, policies, events and objectives of the PSGA.
- VI.4.9 – Shall with the aid of the Chair of Senate, direct the organization of a trip for executive officers and/or selected PSGA members to the SUNY Student Assembly conference(s) each year. The President may serve as a voting delegate and must report back to the PSGA about issues discussed. May serve as a voting delegate for Purchase College at any and all SUNY Student Assembly conference(s).
- VI.4.10 – Shall maintain periodic communication with the student body.
- VI.4.11 – **In the event that the Coordinator of Finance cannot sign a letter of agreement or contract, The President may sign in their place.**
- VI.4.12 – Shall nominate students for various college committees.

Section VI.5: Vice President

- VI.5.1 – Shall collaborate with the President on any matters the President deems necessary.
- VI.5.2 – Shall oversee all PSGA-sponsored Services.
- VI.5.3 – **Shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Steering Committee.**
- VI.5.4 – Shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Service Board.
- VI.5.5 – Shall oversee the operations of the Office Manager and the PSGA Office.
- VI.5.6 – **Shall oversee the operations of and supervise the Sustainability Coordinator.**
- VI.5.7 – Shall, in the event of an emergency during which the President is unable to fulfill their duties, assume the duties of the President until such time as the President is able to act.
- VI.5.8 – Shall assume the position of Interim-President if the Office of the President becomes vacant until a new President is elected. **A special election shall occur within 20 class days of resignation unless a general election is already planned within six weeks.** The Interim-President shall possess all of the powers and responsibilities of the President.
- VI.5.9 – Shall have the power to veto any decision made by the Service Board.
- VI.5.10 – **Shall coordinate hiring processes for paid employees, coordinators, managers, service heads, and those positions not requiring an election.**
- VI.5.11 – **Shall organize and disseminate formal complaints received within the organization for proper review per the Bylaws.**
- VI.5.12 – **Shall be the reviewer of Formal Complaints and bring them to the executive board. In the event of a conflict of interest, Formal Complaints shall be forwarded to the Judicial Branch for review and due process.**

Formal Complaints ~~MOVED FROM~~ Judicial Board (Article VIII.5)

Section VI.6: Chair of the Senate

- VI.6.1 – Shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Senate.
- VI.6.2 – Shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the **Steering** Committee.
- VI.6.3 – Shall, in collaboration with the President, direct the organization of a trip for executive officers and/or selected PSGA members to the SUNY Student Assembly conference(s) each year. The Chair of Senate may serve as a voting delegate to the SUNY Student Assembly conference(s) and must report back to the PSGA about issues discussed.
- VI.6.4 – Shall ensure the execution of motions passed by the Senate, and shall relay all motions and recommendations to the proper College associations, committees, and offices.
- VI.6.5 – Shall be responsible for the orientation and training of senators.
- VI.6.6 – In the event of a vacancy in the Senate, shall nominate a replacement.
- VI.6.7 – **May** nominate and, with a two-thirds (2/3) consent of the Senate; appoint a Parliamentarian to serve the Senate in the proper execution of Robert's Rules of Order, as needed.
- VI.6.8-- **Shall coordinate election timelines to be approved by the executive board.**
- VI.6.9 **Shall publicize all elections and results including the amount of votes per candidate. The publication must state the times and locations for voting, the subject of the said election or vote, all election procedures, and information about the eligibility of voters in the body at large.**

Section VI.7: **Chief Financial Officer**

- VI.7.1 – Shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Finance Committee.
- VI.7.2 – Shall ~~sign all~~ **oversee all** contracts and letters of agreement of any Club, Organization, or Service that is officially recognized by the PSGA.
- VI.7.3 – Shall keep a current and public account of all financial transactions of the PSGA.
- VI.7.4 – Shall train the treasurers of all chartered Clubs, Organizations and Services.
- VI.7.5 – Shall make available times to meet with all treasurers of chartered Clubs, Organizations, and Services.
- VI.7.6 – Shall be responsible for maintaining communication with all persons involved in financial decisions of the PSGA.
- VI.7.7 – The Coordinator of Finance shall be familiar with, and enforce, all financial policies and procedures of the PSGA.
- VI.7.8 – Shall bring proposed changes to the Finance Bylaws of the PSGA to Steering Committee and the Senate, as they deem necessary.
- VI.7.9 – Shall, in consultation with the PSGA Advisor, prepare the budget for the PSGA and all its operations for the upcoming academic year in the spring semester.
- VI.7.10 – **Shall, in consultation with the PSGA advisor and Business Manager, confirm and fulfill employee payroll.**

Section VI.8: Coordinator of Clubs and Organizations

- VI.8.1 – Shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Council of Clubs & Organizations.
- VI.8.2 – Shall oversee all PSGA-sponsored Clubs and Organizations.
- VI.8.3 – Shall have the power to veto any decision made by the Council of Clubs and Organizations.

VI.8.4 – In the event that the Chair of the Senate is unable to perform their duties or is removed from office, the Coordinator of Clubs and Organizations shall assume the duties of interim Chair of the Senate until such a time that the Senate may appoint a replacement.

~~VI.8.5 – In the event that the Coordinator of Clubs and Organizations is unable to perform their duties or is removed from office, the Senate will appoint one of their members to assume the duties of interim Coordinator of Clubs and Organizations until such a time that they may appoint an official replacement.~~

VI. 8.5- In the event that the Coordinator of Clubs and Organizations is unable to perform their duties or is removed from office, the Council of Clubs & Organizations will appoint an interim-Coordinator of Clubs and Organizations, through the guidance of the Executive Board, until such a time that an official replacement may be appointed by Special Election.

Section VI.9: Coordinator of Public Affairs

VI.9.1 – Shall serve as Chair and non-voting member (except when the Chair has the deciding vote) of Public **Art and** Relations Committee.

~~VI.9.2 – Shall, in coordination with the PSGA Office Manager, centralize, archive, and make readily available, any document the PSGA creates or has created.~~

VI.9.3 – Shall, in conjunction with the Public **Art and** Relations Committee, bring forth new ideas to help increase the awareness about the PSGA's identity.

VI.9.4 – Shall assist the PSGA and its committees in facilitating public access to its meetings, agendas, minutes, and other information.

VI.9.5 – Shall stimulate community interest in the PSGA, promoting awareness of the resources the PSGA provides to the college and the student body.

VI.9.6 – Shall make such studies, surveys, and reports regarding campus opinions and views, as the Public **Art and** Relations Committee, the Executive Board, or the Senate deems necessary.

VI.9.7 – Shall expedite press relations with all student media services.

VI.9.8 – Shall regulate and monitor the branding, social media, and marketing of the PSGA.

VI.9.9 – May recommend goals with regards to communications, publicity, and marketing planning.

VI.9.10 – Shall supervise the lead designer and/or design interns to the PSGA.

VI.9.11 – Shall serve to beautify Purchase College through the use of pre-approved art projects on campus.

VI.9.12 – Shall supervise the current PSGA public art processes at Purchase College.

Section VI.10: Student Activities Director

VI.10.1 – Shall serve as Chair and non-voting member (except when the Chair has the deciding vote) of the Student Activities Board.

~~VI.10.2 – Shall serve as a non-voting member of the Student Center Committee.~~

VI.10.3 – Shall act as the liaison between the **Student Activities Board, which includes the:** Coordinator of Major Events, **the** Coordinators of General Programming, **and the** Student Center Coordinator, **Tech Services Coordinator and Maintenance Coordinator** to the Executive and Legislative branches.

VI.10.4 – Shall represent the Student Activities Board in all matters of the PSGA.

VI.10.5 – Shall report to the Executive Board and the Senate relating to all matters concerning Major Events, General Programming and the Student Center.

VI.10.6 – In the event that a Coordinator of General Programming is unable to perform their duties or is removed from office, the Student Activities **Director** shall act as the interim Coordinator of General Programming until such a time that the Senate may appoint a replacement.

VI.10.7 – In the event that the Coordinator of Major Events is unable to perform their duties or is removed from office, the Student Activities **Director** shall act as interim Major Events Coordinator until such a time that the Senate may appoint a replacement.

ARTICLE VII – STUDENT ACTIVITIES BOARD

The Student Activities Board of the PSGA shall represent the areas of broad reaching programming within the PSGA.

Section VII.1: *Composition*

VII.1.1 – The Student Activities Coordinator shall serve as Chair and non-voting member of the Student Activities Board, except when the chair has the deciding vote.

VII.1.2 – The Coordinators of General Programming of the PSGA shall sit as a voting member of the Student Activities Board.

VII.1.3 – The Coordinator of Major Events of the PSGA shall sit as a voting member of the Student Activities Board.

VII.1.4 – The Student Center Coordinator of the PSGA shall sit as a voting member of the Student Activities Board.

VII.1.5 – The Tech Services Coordinator of the PSGA shall sit as a voting member of the Student Activities Board.

VII.1.6 – The Maintenance Coordinator of the PSGA shall sit as a voting member of the Student Activities Board.

~~VII.1.7 – A minimum of three Senators shall sit as voting members of the Student Activities Board.~~

Section VII.2: *Duties*

VII.2.1 – Shall convene, **a minimum of, bi-weekly** to discuss the planning, implementation and community involvement of all broad reaching programming within the PSGA.

VII.2.2 – Shall determine all disbursement of resources allocated by the Finance Committee to the Student Activities Board.

VII.2.3 – Shall ensure equal diversity of large scale Programming within the PSGA.

VII.2.4 – Shall discuss the timeline, location of all large-scale Programming within the PSGA.

VII.2.5 – Shall report to the Senate and Executive Board as requested on all duties performed in the name of the PSGA.

VII.2.6 – **Shall review requested Student Center events hosted by any PSGA entity or member.**

Section VII.3: *Powers*

VII.3.1 – The Board may appeal a veto made by the Student Activities Coordinator to the Senate. The Senate may overturn the veto by a 2/3-majority vote.

Section VII.4: *Definition of Members*

VII.4.1 – Co-Coordiators of General Programming

VII.4.1.a – Shall coordinate all programming activities of the PSGA which do not fall under the jurisdiction of the Coordinators of other PSGA entities.

- VII.4.1.b – Shall ensure the implementation of programming is diverse in nature, location and its audience of PSGA members.
- VII.4.1.c – Town Hall once during the first month of each semester for General Programming Student input.
- VII.4.1.d – Shall be hired at the end of each spring semester.
- VII.4.2 – Coordinator of Major Events
- VII.4.2.a – Shall be responsible for the planning and coordination of a Major Event in the fall semester pending funding provided by the Senate.
- VII.4.2.b – Shall be responsible for the planning and coordination of a Major Event in the spring semester pending funding provided by the Senate.
- VII.4.2.c – Shall hold a Town Hall once during the first month of each semester for Major Event Programming Student input.
- VII.4.2.d – Shall be hired at the end of the spring semester.
- VII.4.3 – Student Center Coordinator
- ~~VII.4.3.a – Shall serve as Chair and non-voting member (except when the Chair has the deciding vote) of the Student Center Committee.~~
- VII.4.3.b – Shall be responsible for the management of the Student Center space, staffing and use by PSGA members and entities.
- VII.4.3.c – Shall nominate possible employees for the Student center staff to the Executive Board as needed.
- VII.4.3.d – Shall work in coalition with the Student Activities Board concerning the scheduling and spacing of all Student Programming within the Student Center.

Tech Coordinator
Maintenance Coordinator

ARTICLE VIII – JUDICIAL BOARD

The Judicial Branch of the PSGA shall consist of the Judicial Board, as described in this article.

Section VIII.1: *Composition*

- VIII.1.1 – The Judicial Board shall be comprised of one (1) Chief Justice and three (3) Justices.
- VIII.1.2 – There shall also be a pool of two (2) reserve justices. These justices will serve in the event of an impeachment hearing, or when standing Judicial Board recuse themselves.
- VIII.1.3 – Each justice shall serve for a term of ~~two (2) years~~ **one (1) year**, or until they resign, is impeached and removed, or is no longer a member of the PSGA.
- VIII.1.4 – The term of the Judicial Board shall commence in the beginning of the academic school year.
- VIII.1.5 – Positions shall be filled by Presidential nomination. Justices must be confirmed by a two-thirds (2/3) vote of the Senate.
- ~~VIII.1.6 – No member of the Judicial Board shall be an elected official or hired employee of the PSGA.~~
- ~~VIII.1.6.a- An elected official of the PSGA is someone who has been elected by the entire student body.~~
- ~~VIII.1.7 – The Director of Community Engagement~~ **The PSGA Advisor**, or their designee, shall serve as advisor to and non-voting member of the Judicial Board.

Section VIII.2: *Duties*

The duties and responsibilities of the Judicial Board shall include the following:

- VIII.2.1 – All members of the Judicial Board must have a comprehensive understanding of the PSGA Constitution **and Bylaws**.
- VIII.2.2 – The Judicial Board shall review constitutional issues relevant to the PSGA, as raised by the Senate, the Executive Board, or other PSGA group.
- VIII.2.3 – The Judicial Board shall investigate grievances brought to it by any member of the PSGA.
- VIII.2.4 – The Judicial Board shall meet ~~at minimum once a month~~ **when called upon by the PSGA President or Executive Board**.
- VIII.2.5 – The Judicial Board shall ensure fair hearings.
- ~~VIII.2.6 – No member of the Judicial Board shall be an elected official or hired employee of the PSGA.~~
- VIII.2.7 – All members of the Judicial Board shall undergo training by the Office of Community Engagement.
- VIII.2.8 – Additional duties may only be stipulated by bylaws.

Section VIII.3: *Additional Duties of the Chief Justice*

The duties and responsibilities of the Chief Justice shall include the following:

- VIII.3.1 – The Chief Justice shall have the power to convene a Judicial Board hearing.
- VIII.3.2 – The Chief Justice shall be the Chair of all Judicial Board meetings.
- VIII.3.3 – The Chief Justice shall maintain a civil and orderly environment throughout the entire judicial procedure.
- VIII.3.4 – The Chief Justice shall report at each Judicial Board meeting on any information that may be of importance to the Judicial Board, including but not limited to actions of the Senate, actions of the Executive Board, or constitutional changes.
- VIII.3.5 – The Chief Justice is a non-voting member of the Judicial Board.
- VIII.3.6 – The Chief Justice shall submit a monthly report to the Executive Board of any grievances brought to the Judicial Board.

Section VIII.4: *Powers*

- VIII.4.1 – To produce an official interpretation of the Constitution in the case of a dispute.
- VIII.4.2 – To remove an executive from office, following impeachment by the Senate.
- VIII.4.3 – May compel compliance of any member of the PSGA to the Constitution, its bylaws, and regulations.

Section VIII.5: *Formal Complaints* **MOVE TO VICE PRESIDENT SECTION**

- VIII.5.1 – Formal complaints serve to notify the ~~Judicial Board~~ **Vice President** of any disapproved or condemnation of actions by anyone appointed, elected, paid, or employed by the PSGA.
- VIII.5.2 – Formal complaints allow parties to express their disapproval or condemnation toward another party, it is formal yet it has neither direct effect on the on the charged party's validity of duty nor any other particular legal consequences.
- VIII.5.3 –** In the event any party submit a written formal statement of disapproval to the ~~Chief Justice~~ **Vice President**, they shall convene a(n) ~~Judicial~~ **Executive** Board meeting to review the complaint within ten (10) official class days.
- VIII.5.4 – In the event that there is a conflict of interest on the part of the Vice President or Executive Board, the formal complaint and case will be given to the Judicial Board for review and due process.**
- VIII.5.5 – If the charging party requests confidentiality from the charged party, the Chief Justice shall convene separate Judicial Board meetings with each party.

VIII.5.6 – Procedure for formal complaints **when brought before the Judicial Board:**

- VIII.5.6.a – The Chief Justice will notify the charged party of such disapproved actions and shall convene with the Judicial Board to review the formal complaint.
- VIII.5.6.b – The final verdict shall pass with a 2/3-majority vote of the Judicial Board to determine the validity and legitimacy of the complaint itself.
- VIII.5.6.c – A written verdict must be delivered within forty-eight (48) hours of the review to the charged party, charging party and the Chair of Senate. These documents will be filed to maintain a record.

Section VIII.6: *Judicial Hearing Procedures*

- VIII.6.1 – Quorum is required to hold a meeting. Quorum shall be defined as three voting members and the Chief Justice.
- VIII.6.1.a – In the event that quorum cannot be met due to recusal of Justices, additional ad-hoc members shall be appointed by the President, with the consent of both the charging and accused parties.
- VIII.6.2 – The charging party must notify the Chief Justice in writing in order to bring about a hearing. In the case of a “removal from office” request, refer to Article XII.
- VIII.6.3 – Upon receiving notification, the Chief Justice must convene a hearing of the Judicial Board within ten (10) official class days, and notify the involved parties, in writing, of the set hearing date.
- VIII.6.4 – The charging party and charged party must present all pertinent material to the Judicial Board at least 24 hours prior to the set hearing date.
- VIII.6.5 – In the event that a Justice is closely acquainted with the charging party, the charged party, and/or any witnesses, the Justice must excuse themselves from the hearing.
- VIII.6.6 – In the event a witness cannot make a hearing date, a written or recorded statement may be submitted instead.
- VIII.6.7 – The charging party shall make opening remarks and then present their case, followed by the charged party. Each party will have the opportunity to cross-examine witnesses. The charging party shall make a closing statement, followed by the charged party.
- VIII.6.8 – After all evidence has been presented, the Chief Justice and Associate Justices shall have a closed door meeting at which they will deliberate over their final verdict.
- VIII.6.9 – A written verdict must be delivered within 48 hours of the hearing to both the charged party and the charging party.
- VIII.6.10 – In the event the charges of impeachment are denied, the charges cannot be reused in future cases. The charged party cannot be charged twice for the same charge.

Section VIII.7: *Appeals*

- VIII.7.1 – Grounds for appeal
- VIII.7.1.a – If sufficient new evidence and/or extenuating circumstances affecting the hearing can be shown.
- VIII.7.1.b – If misfeasance, malfeasance, nonfeasance, or a violation of the constitution by any involved party is thought to have affected the outcome of the hearing.
- VIII.7.2 – Procedure
- VIII.7.2.a – An appeal may be called by a simple majority vote of the Judicial Board, or a 2/3 vote of the Senate.
- VIII.7.2.b – A request for an appeal must be submitted, in writing, to the Chair of the Senate and the Chief Justice within five (5) official class days after the original hearing has concluded.
- VIII.7.2.c – If the Judicial Board or the Senate votes in favor of an appeal, the appeal shall occur on the procedures stated in Section 6: Judicial Hearing Procedures. The original justices from the previous case will be used in appeal.

Section VIII.8: *Improper Hearing Procedures*

VIII.8.1 – Grounds for invalidation of a hearing due to improper process

VIII.8.1.a – In the event one or both parties request and present evidence to the Chief Justice of improper procedure, either during hearing proceedings or before deliberation, one of the following requirements must be met:

VIII.8.1.a.i – Extenuating circumstances that might interfere with the ability of a Justice to remain impartial.

VIII.8.1.a.ii – Improper hearing procedures or procedural error such as, but not limited to: evidence that has been improperly admitted, misconduct by the Chief Justice, Justices, charging/charged parties, and/or witnesses, or actions of witnesses or parties involved during the hearing or outside the hearing room, could prejudice the Justices and prevent a fair hearing.

VIII.8.2 – Procedure

VIII.8.2.a – After confirmation that the request meets one or more of the criteria requirements stated above the Chief Justice will call a closed session to review the request and evidence, and will evaluate whether the request is valid.

VIII.8.2.b – The Chief Justice must state whether the request is valid or invalid to all parties involved.

VIII.8.2.c – In the event the Chief Justice declares the hearing invalid, they shall dismiss the Justices and schedule a new hearing. The Chief Justice will provide a written statement including the request, evidence, and decision; this must be delivered within forty-eight (48) hours of the hearing to the charged party, the charging party and Chair of Senate.

VIII.8.2.d – In the event the Chief Justice declares the complaint invalid, they will continue the hearing process.

ARTICLE IX – COUNCIL OF CLUBS & ORGANIZATIONS

The Council of Clubs & Organizations shall be the representative body of all Clubs and Organizations.

Section IX.1: *Composition*

IX.1.1 – One (1) representative from each recognized Club shall sit on and be a voting member of the Council of Clubs & Organizations.

IX.1.2 – One (1) representative from each recognized Organization shall sit on and be a voting member of the Council of Clubs & Organizations.

~~IX.1.3 – One (1) Senate member shall be an ex-officio member of the Council of Clubs & Organizations.~~

IX.1.4 – The Coordinator of Clubs and Organizations shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Council of Clubs & Organizations.

Section IX.2: *Duties*

IX.2.1 – Officially recognize and charter Clubs & Organizations.

IX.2.2 – Determines all disbursement of resources allocated by the Finance Committee to the Council of Clubs & Organizations, the CoCOs General Fund.

Section IX.3: *Powers*

IX.3.1 – The Council of Clubs & Organizations may appeal a veto made by the Coordinator of Clubs, Organizations & Services to the Senate. The Senate may overturn the veto by a 2/3-majority vote.

Section IX.4: *Definition of Clubs and Organizations*

- IX.4.1 – are groups recognized by the PSGA for students with a common interest, goal, or cause.
- IX.4.2 – whose funds are derived from the Mandatory Student Activity Fee.
- IX.4.3 – performs a role for the campus community at large.

~~Section IX.5: *Definition of Organizations*~~

- ~~IX.5.1 – An Organization is a former Club that has attained Organization status as defined by this article.~~
- ~~IX.5.2 – An Organization performs a role for the campus community at large.~~
- ~~IX.5.3 – An Organization's funds are derived from the Mandatory Student Activity Fee.~~

Section IX.6: *Responsibilities of Clubs & Organizations*

- IX.6.1 – A group's funds must be used to promote social, educational, and/or cultural functions open to all members of the PSGA. These functions should relate in a meaningful way to the mission statement of each group.
- IX.6.2 – To give a report to the Council of Clubs & Organizations on events they have sponsored.
- IX.6.3 – The group's treasurer is responsible for keeping a record of their respective group's budget, expenditures, attendance of meetings, and the balance of the account.
- IX.6.4 – To train all new officers of their respective group and to maintain a record of any pertinent information that would be of help to these officers.
- IX.6.5 – Have a representative attend required meetings of the PSGA and of the Council of Clubs and Organizations.
- IX.6.6 – Fulfill all duties as prescribed by their charter.
- IX.6.7 – To appropriately use supplies, materials, or space granted to it, either directly or indirectly, by the PSGA.
- IX.6.8 – To uphold non-discrimination clause and promote the safer space policy at all club and organization functions

Section IX.7: *Starting a Club*

- IX.7.1 – In order to start a Club the following procedures shall be followed:
- IX.7.2 – A signed petition of a specified number of activity fee paying students, as prescribed in the bylaws, must be submitted to the Coordinator of Clubs and Organizations. The petition should state the purpose of the Club, and how it will enhance campus life.
- IX.7.3 – A charter based on the guidelines prescribed in the bylaws must be submitted to the Coordinator of Clubs and Organizations.
- IX.7.4 – A proposal addressed to the Council of Clubs & Organizations asking for recognition shall be written and submitted to the Coordinator of Clubs and Organizations.
- IX.7.5 – Upon the adequate completion of the steps outlined in this Article, the Coordinator of Clubs and Organizations shall submit copies of the charter and proposal to the Council of Clubs & Organizations for their review, following charter approval by the Steering Committee.
- IX.7.6 – There must be at minimum a president and treasurer, as officers, in order for a new club to be established.
- IX.7.7 – The new club must be broad enough to appeal to the student body to making a lasting impact.
- IX.7.8 – A charter must be submitted via Pantherlink to the Chair of Senate for approval by the steering committee.
- IX.7.9 – A simple majority vote (greater than 50%) by the Council of Clubs & Organizations shall be required to pass a proposal and start a new Club.

Section IX.8: *Attaining Organization Status*

IX.8.1 – In order to become recognized as an Organization of the PSGA, a Club must fulfill the following criteria:

IX.8.1.a – Must have been established for the entirety of the previous academic semester.

IX.8.1.b – Must present their intentions for wanting to be recognized as an Organization to the Council of Clubs & Organizations.

IX.8.2 – The Council of Clubs & Organizations shall vote on the status of the nominated Organization. A simple majority vote (greater than 50%) of the Council of Clubs & Organizations shall be required for a Club to attain status as an Organization.

Section IX.9: *Dissolution*

IX.9.1 – When a Club or Organization is dissolved they are: no longer recognized by the PSGA. no longer funded by the PSGA, no longer granted voting membership to the Council of Clubs & Organizations and no longer eligible to hold events in the name of the PSGA or any attribute thereof. Furthermore, All assets and funds acquired by the Club or Organization are returned defaulted to the COCO's general fund after the club has been on sabbatical for a semester, or went through the dissolution process. returned to the Finance Committee for reallocation.

IX.9.2 – Criteria for dissolution shall be the failure to meet the responsibilities outlined in this article

IX.9.3 – Procedure:

IX.9.3.a – Prior to dissolution, Clubs and Organizations shall be placed on sabbatical status. A sabbatical is a grace period for the duration of up to one full semester in which a Club or Organization can have a hiatus. This status enables the group to still be recognized by the PSGA without the access to their budget.

IX.9.3.a.i – Sabbatical status may be entered voluntarily, or by a simple majority vote by the Council of Clubs and Organizations.

IX.9.3.b – At any time during the sabbatical period, the Coordinator of Clubs and Organizations may request a review of the Club or Organization. This review, to be held before the Council of Clubs & Organizations, shall determine whether the group will be dissolved, or return to normal operations. A simple majority vote will be required for either dissolution or reinstatement.

IX.9.3.c – Furthermore, a club may be immediately dissolved or reinstated by a 2/3 vote of the Council of Clubs & Organizations. A club can be immediately dissolved if they have contacted the Coordinator of Clubs and Organizations that they wish to dissolve their club or organization. An approving $\frac{2}{3}$ vote must occur by the Executive Board.

ARTICLE X – SERVICES BOARD

The Services Board shall be the representative body of all PSGA Services.

Section X.1: *Composition*

X.1.1 – All hired service heads shall sit on A senior service head or the service's designated treasurer shall sit on and be a voting member of the Service Board.

X.1.2 – A designated number of Senate members shall sit on as non-voting members of the Services Board as specified by the bylaws.

X.1.3 – The Sustainability Coordinator shall sit on the Service Board

X.1.4 – The Office Manager shall sit on the Service Board

X.1.5 – The Vice President shall serve as the Chair and a non-voting member (except when the Chair has the deciding vote) of the Services Board.

Section X.2: *Duties*

X.2.1 – Evaluate applications for new PSGA Services and report their findings to the Senate.

X.2.2 – Shall review stipend and salary requests by all PSGA Services and report their findings to the Finance Committee and to the Executive Board.

X.2.3 – Shall oversee all senior executive members of each Student Service.

X.2.4 – Shall report on upcoming events and collaborations.

Section X.3: *Powers*

X.3.1 – The Board may appeal a veto made by the Vice President to the Senate. The Senate may overturn the veto by a 2/3-majority vote.

Section X.4: *Definition of a Service*

X.4.1 – An entity whose mission provides an essential resource for the entire campus community.

X.4.2 – A Service's budget is derived from the Mandatory Student Activity Fee.

Section X.5: *Responsibilities of Services*

X.5.1 – The budget of a Service should be used to promote social, educational, and/or cultural resources available to all members of the PSGA. These resources should relate in a meaningful way to the mission statement of each service.

X.5.2 – It is the responsibility of each Service to train all new officers of their respective group and to maintain a record of any pertinent information that would be of help to these officers.

X.5.3 – All services must have a faculty or staff advisor. The faculty or staff advisor does not have a vote or final say in any matter pertaining to the student Service.

X.5.4 – Shall give a full report to the Board on their activities and performance as a service.

Section X.6: *Responsibilities of Service Executives Service Heads*

X.6.1 – The treasurer of each Service is responsible for keeping a record of their respective budget, expenditures, attendance of meetings, and the balance of the account.

X.6.2 – The treasurer of each Service shall prepare a budget request for their respective Service and sit on a budget request hearing of the Finance Committee in the spring semester.

X.6.3 – The treasurer of each Service shall act as the Signatory Authority on all financial documents pertaining to their respective Service.

X.6.4 – The senior executive of each Service shall consistently represent their Service on the Student Services Board and attend all Student Services Board meetings.

X.6.5 – Shall make a recommendation to the Vice President during the hiring process for their choice of a replacement Service Head for the upcoming academic school year.

Section X.7: *Starting a Service*

X.7.1 – In order to start a service the following procedures shall be followed:

X.7.2 – A signed petition of a specified number of activity-fee paying students must be submitted to the Vice President. The petition should state the purpose of the service, and how it will serve and enhance campus life.

X.7.3 – A charter must be submitted to the Vice President.

X.7.4 – Pending a review by the Steering Committee to ensure Constitutional accuracy, the proposed Services charter and petition shall be brought to the Services Board for consideration.

X.7.5 – A simple majority vote (greater than 50%) in favor of the proposed Service by the Services Board shall be required to proceed.

X.7.6 – The Services Board shall present the application to the Senate, where a simple majority vote (greater than 50%) will establish the new Service.

Section X.8: Dissolution

X.8.1 – When a Service has become defunct they are: no longer a service recognized by the PSGA, no longer funded or granted a budget by the PSGA, no longer granted voting membership to the Board, and no longer eligible to hold events in the name of the PSGA or any attribute thereof.

X.8.2 – When a Service has been dissolved all assets and funds acquired by the Service are returned to the Finance Committee for reallocation.

X.8.3 – Qualifications for dissolution shall be the failure to fulfill duties as prescribed by the charter.

X.8.4 – Procedure:

X.8.4.a – Prior to dissolution, Services shall be placed on sabbatical status. A sabbatical is a grace period for the duration of up to one full semester in which a Service can have a hiatus. This status enables the group to still be recognized by the PSGA without the access to their budget. The attendance of the group to all meetings will still be mandated. Sabbatical status may be entered voluntarily, or by a simple majority vote by the Student Services Board.

X.8.4.b – At any time during the sabbatical period, the Vice President may request a review of the Service. This review, to be held before the Student Services Board, shall determine whether the Service will be return to normal operations, or be sent to the Senate for Dissolution hearings. A simple majority vote will be required for either reinstatement or a Senate Dissolution hearing.

X.8.4.c – A simple majority vote (greater than 50%) of the Senate is required for the dissolution of a Service.

ARTICLE XI –COLLEGE ADMINISTRATION

Section XI.1: *Signatory Authority*

XI.1.1 – Shall serve to ensure compliance with SUNY Board of Trustee Policy regarding student activity fees.

XI.1.2 – Shall be appointed annually by the Executive Board of the PSGA in consultation with a member of Cabinet authorized by the President of Purchase College.

XI.1.3 – Shall sign all purchase orders, contracts and cash advances to insure compliance with Board of Trustee Policy. If the Signatory Authority is not available to sign paperwork, they may designate another staff member to be a legitimate signature. If no person was designated, all paperwork must be signed by the Vice President of Student Affairs and Enrollment Services.

XI.1.4 – Shall ensure student compliance with academic and disciplinary policies of the College as it relates to student participation in the PSGA.

XI.1.5 – Must attend finance committee meetings and sign financial paperwork.

XI.1.6 – Must ensure that all purchases are within College and Board of Trustee policies.

XI.1.7 – The Signatory Authority may also serve, if selected, as the Official Advisor of the PSGA.

Section XI.2: *The Official Advisor of the PSGA*

XI.2.1 – The Official Advisor must attend Senate, and Executive meetings.

XI.2.2 – The Official Advisor shall sit in on all meetings as requested by the Executive Board.

XI.2.3 – Shall be appointed by the Senate by a simple majority vote (greater than 50%) pending consultation with the office of Student Affairs.

XI.2.4 – Shall be proficient in knowledge of the Constitution, its bylaws and all PSGA policies, and practices.

ARTICLE XII – REMOVAL FROM OFFICE

Any elected or appointed official of the PSGA may be removed from office for misfeasance, malfeasance, nonfeasance, violation of college policy, or gross violation of this constitution or its bylaws, or of local, state, or federal laws.

Executive Board Impeachment will be considered in the following manner:

The charging party must submit the charges **in writing through the organization's electronic portal to both the President and the Chair of the Senate. If in the case that the charges are against either the President or the Chair of Senate, charges in writing must be submitted to the Vice President and the Coordinator of Clubs & Organizations.**

XII.1.1 – Upon receipt of charges, the Chair of the Senate shall bring the charges to the Senate within five (5) official class days.

XII.1.2 – The Chair shall notify the charging party and the charged party of their receipt of the charges within three (3) official class days.

XII.1.3 – The Chair shall allow the charging party and the charged party time to make a brief oral or written statement to the Senate.

XII.1.4 – The Senate shall hear the charges whether or not to impeach. A two-thirds (2/3) vote shall constitute impeachment. The Senate shall appoint a Senator to be an informative liaison at the Judicial Board hearing.

XII.1.5 – After both the charging party and the charged party have had the opportunity to present their cases at a Judicial Board hearing, the Judicial Board shall deliberate as to whether or not the charged party is guilty.

XII.1.6 – A two-thirds (2/3) vote of the Board shall be necessary to find a charged party guilty.

XII.1.7 – If found guilty by the Judicial Board, an Executive's term of office will end immediately.

Section XII.2: *Senators and Judicial Board members*

Impeachment will be considered in the following manner:

XII.2.1 – The charging party must submit charges **in writing through the organization's electronic portal to both the Chair of the Senate.**

XII.2.2 – Upon Receipt of the charges, the Chair of the Senate shall bring the charges to the Senate within five (5) official class days.

XII.2.3 – The Senate shall hear the charges and vote on whether or not to impeach the accused senator. A two-thirds vote (2/3) shall constitute impeachment.

XII.2.4 – If the charged party is impeached, they will be immediately removed from office.

XII.2.5 – If the Senate falls short of the two-thirds (2/3) vote necessary for impeachment, the charged party shall be exonerated and return to their duties.

XII.2.6 – Impeached Senators may appeal the decision to the Judicial Board.

Section XII.3: *Hired Officials*

XII.3.1 – The Executive Board of the PSGA retains the right to remove any hired official at any time with a simple majority vote.

~~XII.3.2 – The Senate retains the right to remove any hired official at any time with a two-thirds (2/3) majority vote.~~

XII.3.3 – Individual hired positions may be subject to other removal conditions as specified in the by-laws pertaining to their job description.

XII.3.4 – The Executive Board reserves the right to request the Judicial Board oversee the removal of a hired official through its processes.

Section XII.4: Non-Hired PSGA Officials

XII.4.1 – Any ~~non-hired officials~~ Club Leadership (such as Club leaders, secondary officers of services, etc.) may be removed of their office by a simple majority vote of the Senate Council of Clubs and Organizations, or in accordance to bylaws or charters pertaining to their existence.

ARTICLE XIII – REFERENDA / AMENDMENTS

Section XIII.1: *Qualifications*

XIII.1.1 – A referendum or amendment may be requested in either of the following ways:

XIII.1.1.a – A petition signed by ten percent (10%) of the PSGA members.

XIII.1.1.b – A two-thirds (2/3) vote of the Senate.

XIII.1.2 – Upon successful validation of the request, the Elections Committee shall hold a vote on the referendum/amendment within fifteen (15) class days.

XIII.1.3 – Each referendum or amendment shall appear on the ballot as an independent line item, with a summary of its effects and a link to the full text of the referendum or amendment.

XIII.1.4 – To pass a referendum or amendment, a simple majority (50% + 1) of ten percent d(10%) of the PSGA is needed.

Section XIII.2: *Constitutional Convention*

XIII.2.1 – A referendum may call for a Constitutional Convention in order to re-write the PSGA Constitution

XIII.2.2 – A Constitutional Convention will be held the semester following a successful referendum, unless otherwise specified in the referendum

XIII.2.3 – A Constitutional Convention will function as an ad-hoc committee to write and develop, and hold public hearings on a new Constitution.

XIII.2.4 – A new Constitution may be adopted by a two-thirds vote of the Convention, followed by a two-thirds vote of the Senate, and must be ratified by a simple majority (50% +1) of ten percent (10%) of the PSGA.

XIII.2.5 – If a new Constitution is not adopted within a year of the referendum passing, the current Constitution shall continue to be valid and the Convention shall have no effect.

ARTICLE XIV – DISSOLUTION

Upon the dissolution of the corporation, the members, after paying or making provision for the payment of the just debts, obligations and liabilities of the corporation, will dispose of all of its assets by transfer to such other non-profit Organization or Organizations organized and operated exclusively for educational purposes, or such other purposes as shall at that time qualify for exemption under Section 501(c)(3) of the Internal Revenue Code and Section 420 of the New York Real Property Tax Law as in the judgment of the members is

best qualified and competent to promote the purposes of the corporation, subject to an order of a Justice of the Supreme Court of New York.

ARTICLE XV – RATIFICATION

To ratify the Constitution, a simple majority (greater than 50%) of ten percent (10%) of the PSGA must vote in the affirmative.