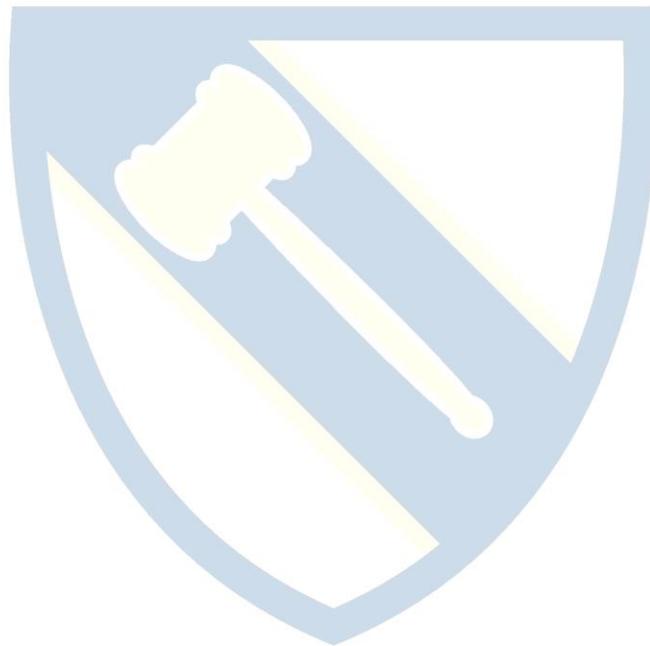


The University of Pittsburgh Student Government Board

# Constitution

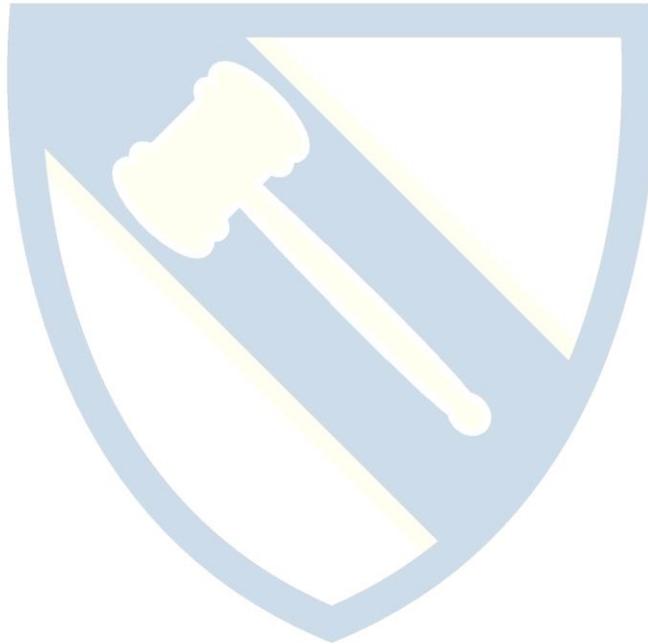


**Student Government Board**

**University of Pittsburgh—Pittsburgh Campus  
Student Government Board  
Constitution**

**Preamble**

We the students of the University of Pittsburgh—Pittsburgh Campus, in order to promote the general welfare; to advocate for the needs of students; and foster the relationship between student, university, and community, do hereby establish this Constitution for the University of Pittsburgh Student Government Board.



## **Article I. Definitions**

**Section 1.01** Student – Any full-time undergraduate student at the University of Pittsburgh, Pittsburgh Campus not solely enrolled in the College of General Studies.

**Section 1.02** Student Government Board – Comprised of the President, Board Members, Office of the President, Committee Chairs, and Committee Members as determined by the Constitution and SGB Governing Code.

**Section 1.03** Robert’s Rules of Order – A book outlining procedure for the conducting of official business in an efficient and open manner.

**Section 1.04** Quorum – The required number of people present to conduct official business.

**Section 1.05** GPA – The cumulative grade point average as issued by the University of Pittsburgh Registrar.

## **Article II. Purpose**

The purpose of the Student Government Board is to promote the concerns, interests, needs and welfare of the student body of the Pittsburgh Campus by:

**Section 2.01** Initiating, developing, and maintaining programs and services that meet the academic, socioeconomic, and personal needs and interests of the student body.

**Section 2.02** Stimulating and facilitating communication and interaction between the members of the student body and University Community.

**Section 2.03** Allocating the Student Activities Fee in a fair and equitable manner and utilizing these funds in order to fulfill the above functions.

## **Article III. Requirements for Office**

**Section 3.01** All members of the Board, Office of the President, Committee Chairs, and Standing Committee Members must have a cumulative GPA of 2.75 in order to hold office.

**Section 3.02** While in office, if a member of the Board, Office of the President, Committee Chairs, and Standing Committee Members’ semester GPA falls below a 2.5, the member must meet with the Student Government Board Advisor at the beginning of the next semester to develop a strategy to improve academic performance.

## **Article IV. The Board**

**Section 4.01** The Board shall be composed of a President and eight Board Members, all of whom shall be students not serving on any Standing Committees of the Student Government Board. The President and Board members shall be elected in a general at-large election according to the policies and procedures set forth by the Elections Code.

**Section 4.02** The Board shall function as the executive and upper legislative branches of the Student Government Board. The members of the Board shall be the official representatives of the student body to the University Community, as well as outside organizations at the local, state, and federal levels.

**Section 4.03** The Board shall have the authority to establish, direct, and terminate all Conditional Committees, Ad-hoc Committees, and Task Forces. Conditional Committees shall be voted upon by the incoming Board and President before selecting Committee Chairs.

**Section 4.04** The Board shall under no circumstances sit in on the hearings and deliberations of the Allocations, Elections, and/or Judicial Committees, or otherwise attempt to exert any undue influence on the business of the aforementioned Standing Committees.

**Section 4.05** Public Meetings of the Board shall be held at least once every two weeks during the fall and spring semesters. Additional public meetings may be called by the President or by any three Board Members, assuming one week's prior notice barring extenuating circumstances. Minutes shall be taken of all Public Meetings of the Board and posted in a public forum.

**Section 4.06** A quorum of the President and five Board Members shall be required for any business of the Board, whether public or private. When quorum cannot be established due to vacancies or recusals, quorum shall be defined as the number of remaining Board Members.

**Section 4.07** The President of the Student Government Board shall serve as the spokesperson of the Board in all matters relating to official business. Additionally, the President shall coordinate the activities of the individual Board Members and shall exercise the power and responsibilities of Chair in conducting the business of the Board, as defined in the most recently revised edition of Robert's Rules of Order.

**Section 4.08** The Executive Vice President of the Board shall be the Board Member receiving the highest number of votes in the most recent Student Government Board election. The Executive Vice President shall assume the responsibilities of the President in their temporary absence.

**Section 4.09** In the event that the President is no longer able or willing to fulfill their responsibilities, the Executive Vice President shall assume the office of President of the Student Government Board and the Board Member who received the next highest number of votes in the most recent Student Government Board election shall become the next Executive Vice President.

**Section 4.10** The Vice President and Chief of Finance of the Board shall be a Board Member nominated by the President and approved by a simple majority of the total membership of the Board. The Vice President and Chief of Finance shall construct the budget of the Student Government Board, shall serve as the Board liaison to the Allocations Committee, and shall present a monthly report to the Board of all Student Government Board expenses.

**Section 4.11** The SGB Governing Code serves as the Student Government Board bylaws. Amendments to the SGB Governing Code shall be approved through a bill requiring a two-thirds majority of total membership of the Board, besides:

- (a) The Allocations Manual, which must be introduced or co-sponsored by the Allocations Chair and then approved by a simple majority of the Board.
- (b) The Allocations Committee Bylaws, which must be introduced by the Allocations Chair and approved by a two-thirds majority of total membership of the Allocations Committee.
- (c) The Elections Code, which must be introduced or co-sponsored by the Elections Chair and then approved by the Board.

## **Article V. Committees**

**Section 5.01** Standing Committees are executive bodies organized with a purpose of carrying out essential functions of the Student Government Board.

**Section 5.02** Conditional Committees are executive bodies organized at the discretion of the Board with a purpose of carrying out critical functions of the Student Government Board.

**Section 5.03** Ad-hoc Committees are executive bodies organized by any member of the Board to carry out an ancillary function.

**Section 5.04** Task Forces are executive bodies organized under the Student Government Board for the purpose of fulfilling a specific objective with some foreseeable end.

## **Article VI. The Elections Process**

**Section 6.01** The Elections Committee shall be composed of a Chair, eight members, and an alternate, all of whom shall be students not serving on the Board or any other Standing Committee.

**Section 6.02** Any election and/or referendum of the Student Government Board shall be regulated and supervised by the Elections Committee.

**Section 6.03** All elections and/or referendums of the Student Government Board shall be regulated by those policies dictated in the Elections Code, to be reviewed each year by the Elections Chair and Board during the fall semester. Any revisions to the Elections Code shall be proposed by the Elections Chair and approved by a simple majority of the total membership of the Board.

**Section 6.04** The President of the Student Government Board and the Student Government Board Members shall be elected through an at-large election conducted each year during the month of February or March. The voting population shall be restricted to students, and each eligible voter shall be restricted to one vote for the President of Student Government Board and three votes for Student Government Board Members. All candidates for the office of President or Board Member shall have a minimum grade point average of 2.75 in order to hold office.

**Section 6.05** The President of Student Government Board shall be the candidate receiving the highest number of votes for the President of the Student Government Board. The Board shall be composed of those eight candidates receiving the highest number of votes for the position of Student Government Board Member.

**Section 6.06** The President and each Board Member shall have at least one academic year remaining during which they shall be a student from the day on which they take office. The term of the President and each Board Member shall begin on the last day of the spring semester following the election and shall continue until the following President and Board takes office.

## **Article VII. The Allocations Process**

**Section 7.01** The Allocations Committee shall be composed of a Chair and twelve members, all of whom shall be students not serving on the Board or any other Standing Committee.

**Section 7.02** The Allocations process shall be regulated by those policies and procedures outlined in the Allocations Manual, to be reviewed by the Allocations Chair at the beginning of their term. Any revisions to the Allocations Manual shall be proposed by the Allocations Chair and approved by a simple majority of the total membership of the Board.

**Section 7.03** All business of allocating funds shall be approved by a simple majority vote of total membership of the Allocations Committee.

**Section 7.04** The allocation of funds requiring the approval of the Board shall be approved by a simple majority of total membership of the Board.

## **Article VIII. The Judicial Process**

**Section 8.01** The Judicial Committee shall be composed of a Chair, eight members, and an alternate, all of whom shall be students not serving on the Board or any other Standing Committee.

**Section 8.02** The Judicial Committee shall have the authority to adjudicate all cases where an act by any member of the Student Government Board or a presiding document is accused of conflicting with this Constitution, or other governing documents. The verdict shall be decided by a simple majority of total membership of the Judicial Committee, and recommended to the Division of Student Affairs.

**Section 8.03** The Judicial Committee shall serve as the appellate court in the instance of any dispute during an election and/or referendum of the Student Government Board, according to the policies and procedures of the Elections Code.

**Section 8.04** Student organizations, or any members thereof, may choose as a means of recourse to appeal to the Judicial Committee cases involving alleged violations of their organizations' constitution and/or bylaws. The Judicial Chair shall determine whether a hearing is warranted, after which the Judicial Committee shall, by a simple majority of total membership, make judgment and pass on recommendations to the Division of Student Affairs.

## **Article IX. Office of the President**

**Section 9.01** The Office of the President shall include the SGB Chief of Staff, the SGB Press Secretary, and other temporary positions created by the President.

## **Article X. The Assembly**

**Section 10.01** The Assembly shall function as the lower legislative branch of Student Government Board. The function and operations of the Assembly shall be carried out as outlined in the SGB Governing Code.

## **Article XI. The Dismissal and Vacancy Process**

**Section 11.01** The Board may, by a two-thirds majority vote of total membership, dismiss the President of the Board, any member of the Board, or the Chair of a committee for any of the following reasons:

- (a) Is absent from four or more public meetings of the Board over their term in office without excuse or adequate justification;
- (b) Fails to act in accordance with the responsibilities as outlined by the Constitution, the SGB Governing Code, and/or the Code of Ethics; or,
- (c) Fails to perform the duties of their office as prescribed and determined by the Board.

**Section 11.02** The dismissal of the President of the Board, a Board Member, and/or Chair will be automatically appealed to the Judicial Committee, who must hold a hearing within two weeks. The member may be reinstated by a two-thirds majority of total membership of the Judicial Committee, whose decision shall be final.

**Section 11.03** The dismissed member has the right to decline an appeal hearing in writing to the Judicial Committee Chair at any time up until 72 hours from a scheduled hearing.

**Section 11.04** Any vacancy for the office of Board Member created by a dismissal shall be filled by a simple majority vote of the total membership of the Board after each candidate has been publicly interviewed. Any vacancy for the office of a Chair created by a dismissal shall be filled according to the selections process outlined for the appropriate committee in the SGB Governing Code.

**Section 11.05** The dismissal process of any member of the Board may also be initiated by a petition signed by no less than five percent of the student body. Subsequently, the Judicial Committee shall conduct public hearings and may, by a two-thirds majority vote of total membership, remove the member in question. Any vacancy for the office of Board Member created by a dismissal shall be filled by a simple majority vote of the total membership of the Board after each candidate has been publicly interviewed.

**Section 11.06** A vacancy in the Board not caused by a dismissal shall be filled by a simple majority vote of the total membership of the Board after each candidate has been publicly interviewed. A vacancy in a Chair position not caused by a dismissal shall be filled according to the selections process outlined for the appropriate committee in the SGB Governing Code.

## **Article XII. Supremacy**

**Section 12.01** All actions of the Student Government Board shall be governed by the following order of precedence: Student Government Board Constitution, SGB Governing Code, and the most recently revised edition of Robert's Rules of Order.

## **Article XIII. Amendments and Revisions**

**Section 13.01** Amendments and/or revisions to this Constitution may be initiated by either a petition signed by five percent of the student body or by a Constitutional Review Committee appointed by a simple majority of the total membership of the Board.

**Section 13.02** The Elections Committee, with assistance from the Judicial Committee, shall supervise the execution of any referendum on proposed amendments and/or revisions of the Constitution.

**Section 13.03** Amendment and revision proceedings may be carried out only during the fall and spring semesters of the academic year.

**Section 13.04** All proposed amendments and/or revisions shall be approved by a simple majority of students participating in the referendum, with a minimum of three percent of the student body participating.