





















## **LUCOM STUDENT GOVERNMENT ASSOCIATION**

reveal the budget plan for the year. The President is encouraged to keep the Student Body informed of the state of SGA.

### **Subsection 1.1 – Duties of the President:**

- a. To serve as the representative of students for communication and mediation between the SGA and the Administration;
- b. To create broad goals for the student body for the year and provide leadership to the SGA;
- c. To maintain timely and efficient communication of pertinent SGA actions, programs, and activities to the student body and the administration of LUCOM;
- d. To take actions that advances the principles of the SGA Constitution, bylaws, student judicial or legislative actions.

### **Subsection 1.2 – Additional Criteria for eligibility:**

The SGA President is unable to simultaneously seek election for the positions of Student Osteopathic Medical Association (SOMA) President, Vice President, or National Liaison Officer.

## **Section 2 – The Vice President**

The Vice President shall aid the President in all of their duties and shall be privy to all information to which the President is privy. They shall act as the alternate for the President in the full authority of that Office at all SGA functions the President is unable to attend and shall succeed to the Office of the President of the SGA in case of a vacancy in the Office of the President. The qualifications for Vice President shall be the same as those for the President. If there is a vacancy in the Office of the President, and the Vice President declines succession to the Office of the President, the order of succession shall be followed pursuant to Article III Section 5.

### **Subsection 2.1 – Duties of the Vice President of Preclinical Affairs**

- a. Serve as liaison to all “Professional Organizations” on campus.
- b. Create, maintain, and provide a current detailed report that will include but not be limited to:
  - i. Recognized Professional Organizations and member roster;
  - ii. Proposed activities and events























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## Section 2 – Voting

### Subsection 2.1 – Voting Membership

- a. **SGA** – Voting members of SGA shall consist of the SGA Executive Board: SGA President, SGA Vice-President of Preclinical Affairs, SGA Secretary, SGA Treasurer, SGA Parliamentarian, SGA Community Outreach Director, SGA TOUCH Coordinator (7), the CGA Presidents from OMS-I and OMS-II (2), for a total of 9 voting members at the SGA meeting. The President shall serve as the presiding officer.
- b. **CGA** – Voting members of CGA shall consist of the Class Executive Board: CGA President, CGA Vice-President, CGA Secretary, CGA Treasurer, CGA Parliamentarian, Class IT Representative, Class Historian, Class Honor Court Justice(s) (2-3) and Class Curriculum Subcommittee Members (2) for a total of 11-12 voting members at CGA meetings.

### Subsection 2.2 – Voting Method

To constitute a quorum, 60% of the members of the SGA or CGA must be present for official business to be conducted. Except for matters of impeachment (as outlined in Article III Section 8 and Article IV section 10), adoption or change in budget or financial expenditures, assessments or dues, votes may be held electronically within five (5) working (school) days of a SGA or CGA meeting if a quorum is not present at the time of the meeting through a majority vote of the members present and voting. All matters except those involving impeachment, adopting or change in budget or expenditures, assessments or dues shall require a simple majority to pass. Those involving impeachment, adoption or change in budget, or dues shall require a 2/3 majority to be successfully passed.

## Section 3 – Introduction of Agenda Items and Bills

**Subsection 3.1 – Agenda Item** – An agenda item for consideration may be introduced by any member of the SGA or student, so long as the student is compliant with Article VIII Subsection 1.1.

**Subsection 3.2 – Bills** – All bills or business to come before the SGA or CGA must be presented to the corresponding Secretary no less than 5 working (school) days before a regularly scheduled or specially called meeting.

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## **Subsection 3.3 – Petition for Bill**

- a. If the proposed legislation will affect principally a single class, the student will submit two documents to the appropriate Class Secretary:
  1. A petition with signatures from at least 20% of the represented classmates in favor of the bill
  2. A bill in the prescribed form and format both written and electronically in PDF format.
- b. If the proposed legislation affects the entire student body of LUCOM, the student(s) must submit the proposed legislation to the SGA Secretary:
  1. A petition with signatures from at least 25% of the represented classmates in favor of the bill
  2. A bill in the prescribed form and format both written and electronically in PDF format.

## **Section 4 – Process**

### **Subsection 4.1 – SGA Review**

Legislation presented to the SGA secretary shall be reviewed by the SGA officers and if there are factual errors or if the legislation conflicts with the SGA constitution to the degree it shall not be considered, a response shall be given to the student presenting the bill within one (1) month.

### **Subsection 4.2 – Class Specific Review**

A written response as to whether the governing CGA will support the introduction of the bill to SGA must be given by the Class President to the student within one (1) month, after the date of submission to allow time for the Class Officers to review and assess for any factual errors or conflicts with the SGA Constitution.

### **Subsection 4.3 – Denial of Consideration**

If there are violations, discrepancies or inconsistencies with the SGA Constitution, by-laws, Liberty University or LUCOM policies and procedures in the view of the SGA officers, the Bill may be denied for consideration.

### **Subsection 4.5 – Forced Reconsideration**

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If a proposed legislative bill is denied for consideration, the denial may be overridden and presented for consideration of the SGA upon presentation of student signatures on a petition documenting support of 40% of the members of a single class or 45% of the student body.

### **Subsection 4.6 – Adoption, denial or amendment**

Bills submitted to the SGA shall be considered by open rule and may be adopted, denied or amended as a result of its deliberations and passed without returning to the author by a simple majority vote unless affecting one of the protected categories requiring a 2/3 vote.

### **Subsection 4.7 – Confirmation**

All passed legislation shall be presented to the Office of the Dean by the President of the SGA for acceptance, modification or veto. If a Bill is approved by the Administration, it shall be enforced by all branches of the Student Government Association and all other affected University Departments. All approved Bylaws shall be kept in a separate document.

### **Subsection 4.8 – Executive Dean Veto**

If any Bill is vetoed by the Dean, amendments may be presented, and the bill returned to the Student Government Association for further consideration and action.

## **ARTICLE VIII – PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order-Newly Revised, shall govern the proceedings of the SGA and CGA in all cases where they are applicable and are consistent with this Constitution, any statutes, or bylaws.

### **Section 1 – Formal Meetings Conduction**

The President shall preside over the meetings, or in his absence the Vice President. The Parliamentarian shall be responsible for maintaining order, ensuring Robert's Rules of Order are followed, and keeping the meeting organized.

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The Secretary shall maintain minutes of the meeting, which shall be available to all members within 10 days of the close of any meeting.

### **Subsection 1.1 – Testimony**

Any student at LUCOM may offer testimony or present before the SGA or CGA meeting; however, the President may limit debate time on any subject to meet the overall demands of the meeting and may require that all those wishing to speak to a subject be heard before a student may be recognized to speak again on the same topic.

No students of LUCOM may present testimony without nomination by a member of the appropriate governing body and recognition of the presiding Officer.

## **ARTICLE IX – CLUBS**

### **Section 1 – Supremacy**

SGA shall be recognized as administratively supervisor for all recognized professional organizations and clubs at LUCOM. Conflicts within organizations, amongst organizations, or between organizations and the University shall first be addressed by the LUCOM-SGA. To function in this role, LUCOM-SGA shall establish policies, procedures and processes which, upon adoption, shall be binding upon all recognized professional organizations and clubs at LUCOM. These rules shall require approval of the Administration and Dean of LUCOM and any change in such policies and procedures shall not be effective until approved by the same.

### **Section 2 – Organization and Club Approval**

All organizations seeking official recognition shall follow the approval policy, procedures and process established by the SGA and the Administration. These are detailed in attachments to the Constitution and may be modified by a majority vote of the SGA with approval of the Administration.

Only organizations with official recognition shall be eligible to receive student activity funds or other LUCOM financial support unless the Executive Board shall, by a two-thirds vote, recommend to the Office of the Dean an exception to the requirement



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and gain the approval of the Administration and the Dean of LUCOM for the exception.

### **Section 3 – Roundtable Meetings**

The President and Vice-President from each organization shall be required to attend monthly Roundtable meetings, presided over by the SGA Vice-President. If the President or Vice-President is unable to attend, they must send an alternate representative from their organization.

## **ARTICLE X – TOWN HALL MEETING**

At a date, time and location chosen by the incumbent SGA, there shall be a monthly meeting with the entire student body to update them on SGA affairs.

## **ARTICLE XI – DISCIPLINE**

### **Section 1 – Censure**

In the event of misconduct not warranting impeachment of an SGA or CGA Officer or other member of the SGA, the Presiding Officer of the respective body may bring forth articles of censure which upon approval by a simple majority of the SGA will be forwarded to the Honor Court for consideration and action.

## **ARTICLE XII – AMENDMENTS**

Changes to the Constitution in the form of Amendments may be made to allow for the longevity of this Document, who's intent shall be to make SGA efficient and successful in the achievement of its expressed purpose.

### **Section 1 – Requirements**

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Any student may submit a proposed amendment granted they have supporting documentation with signatures of 45% of the student body.

### **Section 2 – Ratification Process**

For a change in the Constitution to take effect, the proposed change must be read at an SGA meeting at least 30 days before a vote is to be considered. The proposed amendment must receive the support of 2/3 of the voting members of the SGA at that or a subsequent meeting. It must then receive the support of 2/3 of the student body voting, with a quorum of 60%, that shall be held not less than 30 nor more than 60 days after the SGA has acted in the positive on the measure. The officers of the SGA must accept written and public comment prior to the voting, including an open forum that shall be held within 10 business days of any such vote.

Amendments shall be listed in numerical order at the end of this document.

## **ARTICLE XIII – RATIFICATION**

This Constitution shall be ratified and take immediate effect upon the confirmation of two-thirds of the Student Body of LUCOM and the signing by the Dean of LUCOM. All current Elected, Nominated, and Appointed Officers shall remain in office and their actions shall be official and valid until the end of their respective terms.

The Constitution must be available on LUCOM's website for any member of the Student Body of LUCOM to read at any time.