PREAMBLE
This organization shall have as its primary concern the total development of Delaware State University students. It shall be its purpose to assist students in maturing toward wholesome, worthwhile adjustments to their respective social, cultural, economic, intellectual, political, spiritual, religious, and recreational environments. It shall also be its purpose to aid in the development of talents, opportunities, and personal adjustments both to other persons and to themselves.

ARTICLE I – NAME
Section 1. The organization shall be known as the Student Government Association of Delaware State University hereinafter referred to as SGA.

ARTICLE II – PURPOSE
Section 1. The purpose of SGA shall be:
A. To provide a central agency by which the students may promote the interest and welfare of the University community.
B. To cooperate with the faculty in the regulation and promotion of student activities.
C. To further the development of a wholesome relationship between the administration and the student body.
D. To demonstrate the ability of the students to aid in the solution of their own problems.
E. To encourage student participation in the control of those problems which relate particularly to student life.
F. To encourage the maintenance of high standards of scholarship and life.
G. To promote a spirit of cooperation in activities of the university.
H. To afford development through self-expression, self-control, and leadership.
I. To assist in developing and defining the policies which shall govern the operation of Delaware State University as related to student life.
J. To provide counsel and advice to the administration relative to the activities and operation of the university as pertaining to student life.

ARTICLE III – DUTIES AND POWERS
Section 1. The Student Government Association shall be the student governing body in all matters pertaining to the common interest of the students with such limitations as are hereinafter stated.

Section 2. It shall be the responsibility of the SGA Officers:
A. To assist in planning the activities for New Student Orientation Week and New Student Transition Week.
B. To recommend to the administration, regulations governing the social privileges of the students.
C. To represent the students’ interests with respect to administration, faculty, and alumni.
D. To recommend student delegates to attend conventions when no special student organization is concerned.
E. To plan and conduct weekly assembly programs during the school year.
F. To participate through representatives on all committees of the University pertaining to student life.

Section 3. The duties and powers of SGA shall be fulfilled by the following:
- The Executive Council
- The Student Senate
- The General Student Body

ARTICLE IV – MEMBERSHIP
Section 1. All full time regularly enrolled students of the University shall be members of the SGA.

ARTICLE V – OFFICERS AND DUTIES
Section 1. The officers of SGA Executive Council shall be:
- President
- Vice President
- Treasurer
- Recording Secretary
- Corresponding Secretary

Section 2. The duties of the officers of SGA Executive Council shall be:

President
A. Must be a rising junior or rising senior at the time of application
B. The president shall preside over all regular and special meetings of the SGA Executive Council and General Student Body.
C. The president shall appoint all chairpersons to all committees except as designated in this Constitution. Appointed chairpersons/class officers must also meet the criteria and standards as that of elected class officers.
D. The president shall serve as the official representative of SGA.
E. The president shall maintain regularly scheduled office hours, aggregating to at least five hours per week, when s/he may be approached on official business by members of the student body.
F. The president shall have no vote in the meetings of SGA except in the case of a tie.
G. The president reserves the right to veto items s/he deems necessary
   • The president may veto any main motion, resolution, constitutional amendment, or bylaw amendment that is adopted by
the Student Senate if s/he believes the measure to be detrimental to the Student Senate or Student Government Association.

- The veto must be announced to the Student Senate both orally and in writing within one week of the measure’s adoption
- The veto may be overridden by a two-thirds majority vote of the Student Senate within two weeks of the veto
- The President may not veto a motion of impeachment or a motion to override a veto

H. The president shall provide an agenda for each meeting, providing ample opportunity for input by any member of the Executive Council before each meeting.

I. The president shall have the authority to assign additional duties and responsibilities to individuals or chairpersons, and in the case of officers, with the Executive Council approval.

J. The president shall insure the effective and smooth induction of new personnel into SGA.

K. The president shall recruit and assign committee chairpersons and members.

L. The president shall be an ex-officio member of each committee.

M. The president shall, upon election, familiarize himself/herself with the objectives, policies, traditions, goals, bylaws, and standing rules of SGA.

N. The president shall have the authority to delegate any officer of SGA to represent him/her as deemed appropriate.

**Vice President**

A. Must be a rising junior or rising senior at the time of application

B. The vice president shall assume the duties of the president in his/her absence or disqualification.

C. The vice president shall assist the president in the performance of said duties of his/her office, as set forth in the constitution.

D. The vice president shall preside over the Student Senate

E. The vice president shall maintain regularly scheduled office hours, aggregating to at least five hours per week, when s/he may be approached on official business by members of the student body.

F. The vice president shall not vote at meetings of the Student Senate except in the case of a tie.

G. The vice president shall represent the president upon request.

H. The vice president shall preside whenever a personal motion is made about the president.

I. The vice president shall open all meetings if a quorum is present and the official time for a meeting to begin has come and the president is absent but then shall relinquish the chair to the arriving president when the pending item of business has been disposed of.

J. The vice president shall preside in the president’s place when the president feels compelled to relinquish the chair in order to speak to an issue and
shall continue to preside until the pending question has been disposed of by vote.

K. The vice president shall not attend committee meetings in place of the president except by special permission when the bylaws provide that the president shall be an ex officio member of committees.

**Treasurer**

A. The treasurer shall keep a complete and accurate record of all receipts and disbursements.

B. The treasurer, under supervision of the sponsor, shall receive all money belonging to SGA and deposit the same in the name of SGA.

C. The treasurer shall make a complete report of all financial transactions of SGA in writing at each meeting of the Executive Board.

D. The treasurer shall keep and maintain all records, and books of SGA.

E. The treasurer shall sign all requisitions concerning financial matters of SGA.

F. The treasurer shall maintain regularly scheduled office hours, aggregating to at least five hours per week, when he or she may be approached on official business by members of the student body.

**Recording Secretary**

A. The recording secretary shall keep the minutes of the proceedings of SGA at each meeting thereof and after the approval of the minutes at the next regular meeting and make permanent records of them in a permanent record book, which must be brought to all meetings.

B. The recording secretary shall assist the corresponding secretary.

C. The recording secretary shall perform such other duties as usually devolve to such an officer.

D. The recording secretary shall perform the duties of the corresponding secretary in his/her absence or inability to function and assist him/her whenever necessary.

E. The recording secretary shall maintain regularly scheduled office hours, aggregating to at least five hours per week, when s/he may be approached on official business by members of the student body.

F. The recording secretary shall preserve all reports and documents committed to his/her care.

**Corresponding Secretary**

A. The corresponding secretary shall process all petitions and communications to SGA.

B. The corresponding secretary shall conduct all official correspondence of SGA.

C. The corresponding secretary shall notify members of the date and time of meetings and distribute the agenda to the Executive Council at least two days in advance of the meeting.
D. The corresponding secretary shall perform the duties of the recording secretary in his/her absence or inability to function and assist him/her whenever necessary.

E. The corresponding secretary shall notify all persons of their appointment to committees.

F. The corresponding secretary shall perform such other duties as usually devolve to such an officer.

G. The corresponding secretary shall maintain regularly scheduled office hours to at least five hours per week, when he/she may be approached on official business by members of the student body.

Section 3. All officers shall be elected for one year or until their successors have been elected and installed.

Section 4. The Executive Council is comprised of:

- President of SGA
- Vice President of SGA
- Treasurer of SGA
- Recording Secretary of SGA
- Corresponding Secretary of SGA

Members of the Executive Council must have a cumulative grade point average of a 2.6 (will increase by .05 every year until it the grade point average reaches 3.0) at time of application (March 2009).

Section 5. The Student Senate is comprised of:

- Vice President of SGA
- President of Senior Class
- President of Junior Class
- President of Sophomore Class
- President of Freshman Class
- Chairperson of the Programming Board
- President of Men’s Council
- President of Women’s Senate
- President of the National Pan-Hellenic Council (NPHC)
- President of the Residential Hall Association
- One representatives of each of the five Colleges
- Commuter Council Representative

Section 6. The General Student Body includes all Delaware State University full-time Undergraduate students.

ARTICLE VI – ELECTION OF OFFICERS
Section 1. The officers of SGA shall be chosen by popular decision, which is defined as an election in which members of SGA (student body) shall be eligible to vote.

Section 2. The election of officers of the SGA shall be by individual with the exception of president and vice president, who shall run as a team or a Party Ticket.

A. All candidates must present to the Director of Student Leadership and Activities, on a date to be decided by the Director of Student Leadership and Activities, a petition bearing the signatures of Fifty (50) or more eligible voters.
B. No person shall be a candidate for more than one SGA position.
C. All interested candidates must attend the SGA interest meeting. Failure to do so will result in automatic disqualification; the Director of Student Leadership and Activities must approve all exceptions.
D. All candidates running for office must have, at the time of application and during officer term if elected, a cumulative grade-point average of 2.55. The only exception to this is candidates for Mr. and Miss Delaware State University must have and maintain a cumulative grade-point average of 3.0 and be a rising senior at time of elections. As well as the Executive Council candidates who must have and maintain a cumulative grade-point average of 2.6 (will increase by .05 every year until it the grade point average reaches 3.0) at time of elections
E. All candidates must be free of code of conduct/judicial violations one (1) year prior to application due date throughout the election process.
F. All elected student leaders must maintain a clean judicial record during office term. Violations will result in removal from office.
G. Students elected to the SGA Executive Council cannot hold an executive board office in any other campus organization, nor can they work in any other paid position on campus.
H. Parties shall be notified of an ineligible candidate and given two days to submit a new name to fill the ballot.

Section 3. Election Committee

A. Members
The Election Committee will minimally include the following individuals
- Seven (7) members of the current Student Senate (those students who are not running for office or who are graduating)

B. Function/Purpose
- The Function of the Election Committee is to efficiently coordinate the SGA Election process; to interpret policy and procedure as they pertain to the election of student leaders; to publish election ballots; to publish election results; to serve as official voice of SGA Elections
- The Election Committee is co-chaired by the Chair of the Student Senate and the Director of Student Leadership & Activities

Section 4. The election of officers of SGA shall be held annually in March or April.
Section 5. Voting shall be by secret ballot. a. Each voter shall cast only one vote for each individual or party running. b. Regardless of tickets, the individual and/or party receiving the highest votes shall be elected.

Section 6. If an individual or party is uncontested, the individual or party is automatically elected to office.

Section 7. The newly elected officers shall be installed on a date chosen by the current SGA Officers before the end of the same semester in which the election is held.

Section 9. Vacancies in offices of the SGA shall be filled by the holding of special elections within two weeks after their occurrence by the Student Senate.

ARTICLE VII – MEETINGS

Section 1. The Executive Council shall meet twice a month and the student body must be given advance notice of one week to provide agenda items. The Executive Council Shall:
   A. Set agenda for Senate meeting
   B. The Executive Council shall have authority to make decisions regarding SGA business with consultation from the Director of Student Leadership and Activities and/or the Assistant Vice President of Student Affairs during the summer when DSU is not in session, i.e., during the fall and spring semesters.

Section 2. The Student Senate shall meet twice a month. It is mandatory that a senator or his or her designee (stated in ARTICLE V Section 5) attend the meeting. The Student Senate Shall:
   A. Vote on all matters handed down from the Executive Council.
   B. Receive and initiate action on all petitions, initiatives, referendums, and recalls submitted by the student body.
   C. The Senate has the authority to override a Presidential veto on any action by a two-thirds vote of its members.
   D. The Senate shall be responsible for the proper functioning of all committees under its jurisdiction.
   E. The Senate, by a three-fourths vote of its membership, may bring impeachment proceedings before the SGA Student Governance Board for neglect or unsatisfactory performance of a duty against appointed or elected officers of any class, branch, or department of SGA except for students serving as members of the Student Judiciary System.
   F. The Senate, on its initiative, may initiate any action at a duly called meeting.
   G. The Senate shall have the right to initiate petitions, referrals, and recalls.
Section 3. The General Student Body shall hold meetings three times a semester with the dates being set by the Executive Council at the beginning of each semester.
Section 4. A quorum for the executive, senate, and committee meetings shall be a simple majority of the membership of the body/committee in question.
Section 5. Special meetings may be called by the president of the SGA when necessary, or in the absence of the president, by the vice president, as needed.
Section 6. The order of business shall be:
   A. Call to Order
   B. Minutes of previous meeting to be approved
   C. Treasurer’s Report
   D. Reading of Correspondence (with action taken under new business)
   E. General Reports
   F. Reports by Executive Council Members
   G. Old Business
   H. New Business
   I. Announcements
   J. Adjournment

Section 7. The order of business may be changed, altered, or modified at any meeting by a majority vote of the members present at such meeting.

ARTICLE VIII – INITIATIVE
Section 1. A petition signed by one-third of the members of the SGA at large shall make it mandatory for SGA Officers to take action upon any matter within its jurisdiction. Such action to be taken within ten (10) days after the petition, properly signed, has been submitted to the President of the SGA.

Section 2. The SGA Officers shall not be bound by the presentation of such a petition, to render any particular decision regarding the matter in question; the sole purpose of the petition being to require the SGA Officers to take some definite position and submit this position to the student body within ten (10) days.

ARTICLE IX – REFERENDUM
Section 1. A majority vote of the members of the student body shall be necessary to reverse a decision of the SGA Officers.

ARTICLE X – RECALL OF OFFICERS
Any constituency shall have the power to recall any officer elected by the Constituency under the SGA Constitution. The process is as follows:
Section 1. The receipt of a written petition for the recall of any officer of the SGA, signed by one-third of the qualified constituents and stating specific grounds upon which removal is demanded, shall make it mandatory upon SGA to call a special election, within fifteen (15) days of the receipt of the petition by the president or vice president, for the purpose of balloting thereon.
Section 2. A two-thirds vote of the members of the constituency shall be necessary to affect the recall of any officer of the SGA.

ARTICLE XI – RATIFICATION
Section 1. This Constitution shall go into effect and be deemed ratified immediately upon receiving the affirmative vote of the majority of the student body at a special meeting held for that purpose.

Section 2. The tenure of the SGA shall be terminated whenever the majority of the student body indicates, by means of a formal vote, that its continuance would be contrary to the best interests of Delaware State University.

BYLAWS
ARTICLE I – ELECTION OF OFFICERS
Section 1. All elections shall be announced publicly at least one week in advance.

Section 2. No officer of SGA who is being voted upon for recall shall serve on the Election Committee

Section 3. Officers must have completed or be concurrently enrolled in Student Leadership course

Section 4. All applicants must have been found not responsible for any judicial violations within one year of date of application for all elected positions.

ARTICLE II. MEETINGS
Section 1. The meetings of the SGA Officers shall be private but not secret.

A. Any member of the SGA at large may attend any meeting of the Executive Council, the Student Senate, and General Administrative Body.

B. Any non-member who wishes to speak at an SGA meeting shall submit the request in writing to the president no less than three days before the scheduled meeting.

Section 2. Three unexcused absences from the regular meetings of the SGA during any one semester on the part of any member of the respective administrative bodies shall automatically terminate his or her membership.

ARTICLE IV - RULES OF ORDER
Section 1. Robert’s Rules of Order, Revised Edition, shall be the authority or parliamentary procedure.

ARTICLE V – THE CLASSES
Section 1. Student membership in the various University classes shall be determined under the following conditions:
A. A freshmen entering Delaware State University in either the first or second semester shall be a member of the class for which the credit hours earned allow for the remainder of his or her time at Delaware State University.

B. A transfer or returning student to Delaware State University shall be a member of whatever class credit hours earned allow him or her until he or she graduates.

ARTICLE VI – BUSINESS TRANSACTIONS
Section 1. All requisitions of the SGA shall be signed by the Treasurer of the SGA, the Primary Advisor and the Assistant Vice President & Dean for Student Life.

Section 2. The Treasurer of the SGA shall cause to be kept a record, in bound form, of all income and expenditures of the SGA.

ARTICLE VII – AMENDMENTS OF BYLAWS
Section 1. The Executive Council in conjunction with the Student Senate shall pass such bylaws as it deems necessary by an affirmative vote of a majority of the constituted body.

A. A bylaw may be submitted and voted upon at any time.

BYLAWS FOR CLASS OFFICERS
ARTICLE I – PURPOSE
Section 1.
A. The purpose of class officers shall be to provide unity, class awareness, university awareness, and a sense of pride to their particular class as well as the university community.
B. To cooperate with faculty and staff.
C. To aid their class to adhere to and respect university rules and regulations.
D. To encourage students to participate in campus activities and to enhance social life.

ARTICLE II – MEMBERSHIP
Section 1.
A. Class officers and Men’s Council and Women’s Senate officers shall be comprised of a President, Vice President, Treasurer, Recording Secretary, and Corresponding Secretary.
B. Each officer must be a full-time student of Delaware State University.
C. Each officer must have a 2.55 (will increase by .05 every year until it the grade point average reaches 2.75) grade point average or better.
D. Students who have had any judiciary violations within the past year of the date of SGA application through the election process shall not be eligible to run for office.

ARTICLE III – DUTIES AND POWERS OF CLASS OFFICERS
Section 1.
A. Each officer must adhere to and follow all university rules and regulations. It is the duty of officers to relay all class and campus news to his/her class.

Section 2. Duties of President
A. Preside over all class meetings
B. Assist in freshman orientation week.
C. Assist in high school day.
D. Promote unity and school spirit.
E. Hold membership on SGA Student Senate
F. Serve on committees as assigned.
G. Represent his/her class during campus events.
H. Have one class meeting a month.
I. Co-sign all requisitions with the Treasurer.

Section 3. Duties of Vice President
A. Preside over all meetings in the absence of the President
B. Know the president’s total operation of his/her class.
C. Conduct weekly meetings with his/her president.

Section 4. Duties of the Treasurer
A. Co-sign all requisitions in consultation with advisor and class president.
B. Keep account of all requisitions.
C. Handle all class receipts and business transactions
D. Assist the class in any other way possible.
E. Serve on committees as assigned

Section 5. Duties of Recording Secretary
A. Take minutes at all class meetings.
B. Write up all materials that may be needed for his/her class.
C. Assist his/her class in any other way possible.
D. Take on the duties of the corresponding secretary in his/her absence
E. Serve on committees as assigned

Section 6. Duties of Corresponding Secretary
A. Take care of all class correspondence.
B. Draw up class posters and flyers.
C. Assist the class in special programming.
D. Take on the duties of the recording secretary in his/her absence
E. Serve on committees on assigned

ARTICLE IV – ELECTION OF CLASS OFFICERS
Section 1.
A. The officers shall be chosen by popular election only.
B. Officer Elections shall be held with SGA Officers. Freshman class officer elections shall be held by the second week in September.
C. All parties must present to the Election Committee a completed candidate application, which will include their full slate of officers accompanied by a petition of twenty five or more eligible voters
D. No person can participate on more than one party.
E. Each officer must submit to the Election Committee his/her full consent to be a candidate for the office that appears under his name.
F. All interested candidates in party must attend the interest meeting.
G. Failure to adhere to any of the rules, criteria set forth by Election Committee can result party disqualification.

**Section 2. – Voting of officers**

A. Voting shall be by secret ballot only.
B. Each voter shall cast one vote for each office to be filled.
C. Regardless of tickets, each officer receiving the highest amount of votes shall be the winner.
D. Voting shall be administered concurrently with SGA Elections

**Section 3. – Officers have the right to:**

A. Remove any of his/her officers if evidence shows unsatisfactory conduct repeatedly. This evidence shall be taken and handled by the SGA executive committee.
B. Appeal his/her case.