

# Student Senate of Peru State College Constitution

## **Preamble**

We, the members of the Student Senate of Peru State College, desiring to provide a form of government for the expression of student views and interests; to maintain academic freedom, academic responsibility and student rights; to improve student cultural and social welfare; to develop better educational standards, facilities and teaching methods; to supervise and work with Campus Activities Board on student activities; and to foster the recognition of the rights and responsibilities of students to the school and community, do hereby establish this Constitution.

## **Article I**

### Section 1: Student Senate General Body and Elections Thereof

The Student Senate of Peru State College shall consist of a number of members determined by this Constitution. This body shall be divided into two classifications: The General Body, consisting of all elected Student Senators; and the Executive Board comprised of the elected Student Senate President, Vice President, and officers chosen from the General Body.

1.1 All Peru State College students, seeking election to the Student Senate of Peru State College must not be on any type of probation. All students must have a minimum cumulative grade point average of 2.5 at the end of the semester preceding the election (excluding freshman), must be taking at least twelve semester hours each semester at Peru State College, and complete all required paperwork including a petition containing twenty-five signatures and the student identification number of the electors of the vacant seat being elected (Oak Hill candidates must have a petition signed by a simple majority of its student residents). Only one petition is allowed per student per election.

1.1.1 In accordance with Section 1.1, all members of the Student Senate must have met the set qualifications by the end of the first semester of their term to be eligible to complete the term (term is defined in sections 1.3.1 and 1.3.2). If a Senator does not meet these requirements their seat shall be vacated and a new Senator shall be appointed by the Student Senate President in accordance with Article II, Section 1.1.1.2 of this Constitution.

1.2 Student Senate candidates from the residence halls must be a resident of the hall to which they would be representing during their term of office on the date of the election.

1.3 Student Senators shall be elected by the student body as a whole. Elections for Senators shall be held two times annually for the following two classes of seats:

1.3.1 Class One consists of: two freshman representatives; one representative from each of the residence halls including Clayburn/Mathews, Davidson/Palmer, Delzell, Eliza Morgan, Nichols/Pate, and Oak Hill; two commuter representatives; two non-traditional representatives. These seats shall be elected on the third week following the start of the fall semester, with the term of office being beginning the week following the election and ending the day following spring commencement.

1.3.2 Class 2 consists of: ten at-large representatives. These seats shall be elected no earlier

than the third week in March and no later than the first week in April, with the term of office beginning two weeks prior to spring commencement, and ending two weeks prior to spring commencement the following year. An interim/transition period shall begin immediately following the election; incoming Senators are to have no vote during this period, but are required to attend all meetings and Senate events.

- 1.4 The Student Senate shall accept as a member, the current Peru State College student appointee to the Nebraska State College Board of Trustees if he/she is not already a member of the Student Senate.
  - 1.4.1 This Student Trustee shall have the same responsibilities as any elected member of the Student Senate, and must follow the same rules as any other Student Senator.
  - 1.4.2 The Student Senate shall have no authority to prescribe any obligation to the Student Trustee if such a person is not a duly elected or appointed member of Student Senate.
  - 1.4.3 The Student Trustee shall not be counted absent from a regular scheduled Student Senate meeting if a Board of Trustees meeting is held at the same time as a meeting of the Student Senate.
- 1.5 All elections of Senators shall be overseen in their entirety by the two faculty advisors and the designated faculty and/or staff appointed to a teller committee by said advisors.
  - 1.5.1 No student, no matter their standing at Peru State College, shall be allowed to count any ballots.
  - 1.5.2 All ballots shall contain a space for write-in candidates. All write-in candidates must meet the requirements set forth in this Constitution to be eligible for election.
  - 1.5.3 All elections shall be decided by a plurality of votes cast.  
There will be no campaigning within thirty feet of the ballot box on the day of any Student Senate election.
  - 1.5.4 Election re-votes will be conducted following the next Student Senate meeting for the following reasons:
    - 1.5.4.1 Improper ballots;
    - 1.5.4.2 Documented improper behavior in violation of the Student Senate Constitution as determined by the Student Senate Rules and Judiciary Committee; or
    - 1.5.4.3 Ties—determined to be the highest vote receiving candidates with identical votes.

## Section II: Removal from Office/Impeachment

- 2.1 If qualifications as stated in Article I of this Constitution are not met there will be immediate expulsion.
- 2.2 A Student Senate member may be impeached for the following reasons:
  - 2.2.1 Continued, gross or willful neglect of assigned duties;
  - 2.2.2 Failure or refusal to disclose necessary information on matters of Student Senate business;
  - 2.2.3 Misuse of Student Senate funds;
  - 2.2.4 Misrepresentation of the Peru State College Student Senate;
  - 2.2.5 Conviction of a felony during term of membership or office;
  - 2.2.6 A combination of unexcused absences and/or tardiness totaling three unexcused absences

will be grounds for impeachment.

- 2.2.6.1 If a member is more than fifteen minutes late, it will be a deduction of one-half of one absence.
- 2.2.6.2 If a member is more than thirty minutes late, it will be a deduction of one whole absence.
- 2.3 If the above criteria are met, the body of Student Senate, as a whole, shall vote yea or nay for impeachment. If passed, the Vice President will present the member with a formal letter stating reasons for impeachment. This letter must be presented to the member within one week of impeachment.
  - 2.3.1 The impeached member shall be allowed to defend him or herself before the Student Senate, but shall not be allowed to participate in any vote until the matter is resolved.
- 2.4 Convictions will require a two-thirds vote of the Student Senate as a whole.
  - 2.4.1 Vote will be by a roll call vote to be presided over by the Sergeant at Arms (Chairperson of the Student Senate Rules and Judiciary Committee).
  - 2.4.2 If the impeached member is convicted, the convicted member shall be prohibited from seeking any future Senate seat, or hold any position with any Student Senate affiliate, committee, or organization.  
If the accused member is acquitted, all senatorial privileges shall be restored immediately.
- 2.5 A Student Senate member may voluntarily resign his/her position by presenting a formal letter of resignation to the Student Senate President, Vice President, or Executive Board at any time.

### Section III: Assembly

- 3.1 Meetings of the Student Senate shall be held once weekly, during the fall and spring semesters, while Peru State College is in session. The dates and times of said meetings shall be established at the first regular meeting, called for by the Student Senate President, during the fall semester.
- 3.2 All meetings and business of the Student Senate shall be led by the Student Senate President or in his or her absence, the Vice President and conducted according to Robert's Rules of Order (most current edition).
- 3.3 A quorum of two-thirds of the current Student Senate membership must be present for any meeting of the Student Senate to be brought to order. A roll call shall be performed by the Sergeant at Arms (Committee on Rules Chairperson); if a quorum is not present, the Sergeant at Arms shall dismiss the Senate with no business having taken place.
- 3.4 All members of the Student Senate shall be allowed to present petitions to the Student Senate, make motions, and cast votes in any voting forum while the Senate is in Session.
- 3.5 Special Meetings may be called for by the President of the Student Senate, Vice President of the Student Senate, the Executive Board, or a written request from one-half of the General Body. Only the business for which the Senate has been called into session may be discussed.

## Article II

### Section I: President and Vice President

August 1, 2011

- 1.1 The Student Senate shall be led by a President and Vice President elected by the Peru State College Student Body.
  - 1.1.1 The President shall:
    - 1.1.1.1 Lead all meetings of the Student Senate and Executive Board;
    - 1.1.1.2 With the approval of the Executive Board, appoint qualified Peru State College students to fill vacant positions within the Student Senate within two weeks of said vacancy;
    - 1.1.1.3 Conduct the business of the Student Senate, oversee all committees, monitor Student Senate funds, and maintain a positive image of Student Senate on Campus and in the community of Peru.
  - 1.1.2 The Vice President shall assume the duties of the President in his or her absence and assume the Presidency upon his or her removal or resignation from office.
- 1.2 All Peru State College students seeking to run for the office of President or Vice President must have completed at least thirty semester hours (15 of which must be completed at Peru State College) and have served at least one term (one semester) on the Student Senate of Peru State College, meet all requirements of Article I of this Constitution, complete all required paperwork including a petition signed by fifty students and the student identification number of the electors signing the petition.
  - 1.2.1.1 Any presidential candidate unsuccessful in their bid for said office shall be allowed to use the presidential petition to fulfill the requirements to run as an at-large representative in the spring elections.
  - 1.2.2 The election of the Student Senate President and Vice President shall be held the first week of March.
    - 1.2.2.1 All rules governing elections of the General Body of the Student Senate also apply to the election of the Student Senate President and Vice President.

## Section II: Executive Board

- 2.1 The Executive Board of the Student Senate of Peru State College shall be led by the President and consist of the following members:
  - 2.1.1 Vice President, Recording Secretary, Corresponding Secretary, Sergeant at Arms, Financial Secretary, and Technology Secretary.
    - 2.1.1.1 The Recording Secretary, Corresponding Secretary, Sergeant at Arms, Financial Secretary, and Technology Secretary shall be elected from the Student Senate at the first full meeting of the fall semester following the fall elections.
      - 2.1.1.1.1 In the order stated above, each position—after being opened to the floor by the Senate President shall be nominated, have a second, and the candidate can either accept or decline the nomination. Elections shall then be held according to the Rules of Order and votes counted by the two Faculty Advisors or their appointed non-student Teller Committee. The results will be immediately announced by the President after each election.
- 2.2 The President of the Student Senate shall call and preside at all meetings of the Executive Board.
- 2.3 Three-fifths of the Executive Board shall be present before the meeting can be held.

- 2.4 The Executive Board shall act as the emergency government board in the event that business must be handled or if a given quorum of Student Senate members cannot be secured.
- 2.5 The Executive Board shall meet with the President of Peru State College once a month to discuss affairs dealing with the college as a whole, those facing the Student Senate, and those facing the Student Body.

### **Article III**

#### Section I: Faculty Advisors

- 1.1 The Student Senate shall have two fulltime, college employed advisors.
  - 1.1.1 One will be the designee of the Vice President of Student Affairs.
  - 1.1.2 One faculty member or advisor will be elected by the Student Senate for a two-year term.
- 1.2 In case of a vacated advisory post, a new advisor will be elected by the Student Senate to complete the term left vacant.
- 1.3 If it is not possible for an advisor to be present at a majority of Student Senate meetings, then Student Senate must seek a full-time college faculty or staff member of Peru State College who is able to attend a majority of Student Senate meetings to replace them, or seek an alternate time each week at which the advisor can meet with at least three-fifths of the executive committee.
- 1.4 The advisors have the privilege of taking part in all aspects of regular and special meetings except voting.

### **Article IV**

#### Section I: Student Senate Standing Committees

Standing Committees are bodies of the Student Senate, responsible for researching, planning, and coordinating events for the Student Senate outside of regular Senate meetings. Committees are to report to the Senate at regular meetings and meet on a regular basis. All Committee assignments are to be assigned by the President and elect their chairperson at their first committee meeting (the Rules and Judiciary Committee is the only committee exempt from this).

Each Student Senator must serve on at least one Standing Committee; the President and Vice President may serve on no more than two Standing Committees (this does not include the Budget Committee which requires the President to sit on).

- 1.1 The Standing Committees for Student Senate are:
  - 1.1.1 The Student Senate Rules and Judiciary Committee. The Student Senate Rules and Judiciary Committee shall consist of the six resident hall members of the Student Senate.
    - 1.1.1.1 Student Senate Rules and Judiciary Committee chairperson shall be the acting Sergeant at Arms at all Student Senate meetings.
    - 1.1.1.2 The Student Senate Rules and Judiciary Committee shall draw up Student Senate documents, revisions, bylaws, and amendments to the Student Senate Constitution.
    - 1.1.1.3 The Student Senate Rules and Judiciary Committee shall evaluate changes drawn up by Student Senate concerning the Student Senate Constitution.

- 1.1.1.4 The Student Senate Rules and Judiciary Committee shall submit all documents and revisions to the Student Senate for approval within two weeks after proposal date.
- 1.1.1.5 The Student Senate Rules and Judiciary Committee shall evaluate the constitutions of other student organizations at any time such an organization begins to form. The Rules and Judiciary Committee shall then submit that constitution to the Student Senate for approval. The Rules and Judiciary Committee shall require campus organizations to submit statements containing constitutional changes or revisions whenever such changes are made. If a college organization does not hold at least two meetings per semester it may be labeled as an inactive organization and its status as an official campus organization may be terminated by the Student Senate. The Rules and Judiciary Committee has the authority to review the constitution of any Peru State College organization for revision.
- 1.1.1.6 The Student Senate Rules and Judiciary Committee shall, when called upon, act as an official college body in matters concerning residence halls and serves as the Student Judicial Board for disciplinary matters referred by the College Disciplinary Officer.
- 1.1.2 Student Senate Budget Committee. Student Senate Budget Committee shall consist of the Financial Secretary as chairperson, in addition to the President of the Student Senate, designee of the Vice-President of Student Affairs, and at least three members of the Student Senate.
  - 1.1.2.1 The Student Senate Budget Committee is responsible for auditing the accounts of the Financial Secretary of Student Senate and any other accounts kept as funds under the control of Student Senate and for funds raised by Student Senate.
  - 1.1.2.2 The Student Senate Budget Committee shall recommend rates of any fees acquired by or proposed by Student Senate, and recommend to the Student Senate the way in which all funds are to be disbursed.

Funding for Student Senate activities will be provided through state appropriations and the Student Senate budget. Supplemental funding may be provided through contributions and activity entry fees charged on Peru State College Students and the public. Student Senate shall decide whether funds may be allocated to recognized student organizations of Peru State College.
- 1.1.3 Campus and Community Relations Committee. The Campus and Community Relations Committee shall consist of at least four persons from the Student Senate, appointed by the Student Senate President to serve as liaison between the community of Peru and the Peru State College student body.
  - 1.1.3.1 The responsibilities of The Campus and Community Relations Committee include regularly attending every Peru Area Chamber of Commerce meeting, attending and presenting planned events on campus to the Student Senate, preparing and actively planning events sponsored by the Student Senate, and miscellaneous duties relating to the community as assigned.
- 1.1.4 The Student Center Committee. The Student Center Committee shall consist of at least three persons from the Student Senate, appointed by the Student Senate President to serve as the liaison between services provided in the Student Center and the Peru State College student body.

- 1.1.4.1 The responsibility of the Student Center Committee is to provide input regarding the services within the Student Center. This includes the Book store, Dining Services, the Residence Life Office and any other activities or organizations that are present in the Student Center. The committee should also maintain communication with Coordinator of Student Activities.
- 1.1.5 Student Organizations Committee. The Student Organization Committee shall consist of at least three persons from the Student Senate, appointed by the Student Senate President to inform Student Senate regarding student organization activities and plans.
  - 1.1.5.1 The purpose of the Student Organization Committee is to remain informed of student organizations on campus and report to Student Senate of the ongoing events, activities, and overall contributions made on campus.
  - 1.1.5.2 The Student Organization Committee members shall attend all Club Council meetings to represent Student Senate and will report information discussed back to Student Senate.
- 1.1.6 Elections and Homecoming Planning Committee. The Elections and Homecoming Planning Committee shall consist of ten members of the Student Senate.
  - 1.1.6.1 The Elections and Homecoming Planning Committee shall be responsible for helping to plan and oversee all Student Senate elections in conjunction with the Faculty Advisors.
  - 1.1.6.2 Under the supervision and with the assistance of the Student Senate, shall plan and coordinate all Student Senate activities for Homecoming Week/Weekend according to the bylaws of the Student Senate of Peru State College.

## Section II: Official College Bodies

Official College Bodies are outlined in the student handbook and are composed of members of the Student Body, Faculty, and Staff of Peru State College.

- 2.1 The President shall appoint a minimum of two Senators to the following Official College Bodies:
  - 2.1.1 Faculty Senate;
  - 2.1.2 Safety Committee
  - 2.1.3 Diversity Committee
  - 2.1.4 Teacher Education Committee
  - 2.1.5 Assessment Committee
  - 2.1.6 Enrollment Management Committee
  - 2.1.7 Wellness Coalition
  - 2.1.8 Academics and Curriculum Committee
  - 2.1.9 Secretary of State Advisory Council
- 2.2 All Senators appointed to these Committees must adhere to the rules and regulations of each Committee, participate regularly and report to the Student Senate on each meeting held for their respective Committee.

## Section III: Special Committees

- 3.1 The President, Executive Board, or the entire Student Senate may appoint Special

Committees from time to time when circumstances demand.

### **Article V**

The Student Senate of Peru State College shall have the authority to create a separate set of bylaws to govern all aspects specified in this constitution. Changes and additions to these bylaws shall require a simple majority and must be kept separately from this Constitution in electronic form. All Changes to the bylaws must be amended under the supervision of the Faculty Advisors and kept digitally by both of the Advisors.

### **Article VI**

The ratification of the constitution will be effective immediately after two-thirds vote of approval of the Student Senate of Peru State College members. This Constitution shall become the official Constitution of record for the Student Senate and the Student Body of Peru State College.

### **Article VII**

Any amendment to the constitution may be proposed to the Student Senate Rules Committee in writing by members of Student Senate, or a petition signed by seventy-five Peru State College students. This petition needs the signatures and the student identification numbers of the Peru State College students and the exact wording of the proposed revisions or amendments.

Any amendment shall be introduced during a regular or special meeting and discussed at that time. Discussion of the amendment or revision must be proposed a minimum of seven days prior to voting.

Each amendment or revision will become effective immediately as a part of this constitution when approved by a two-thirds vote of Peru State College Student Senate members.

All amendments to this Constitution must be placed at the end of the Constitution, noting the date of acceptance, and the specific Article, Section, and Sub-Section to be stricken; the original Constitution shall not be modified beyond [Bracketing] the affected sections.