



STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

PREAMBLE

We, the students of Patrick Henry Community College (PHCC), acting under the authorization of college administration and desiring to develop cooperation among students, faculty, staff, and administration of the institution, do ordain and establish this constitution.

ARTICLE I

Name and Purpose

1. This organization shall be known as the Student Government Association (SGA) of Patrick Henry Community College.
2. The purpose of this organization shall be to:
 - a. promote a better understanding between the faculty, staff, administration, and the students;
 - b. regulate and encourage activities beneficial to the morale of the students and the welfare of the school;
 - c. encourage school spirit;
 - d. provide a representative form of student government;
 - e. develop cooperation between students, faculty, staff, and administration;
 - f. and to act as the official voice of the student body.

ARTICLE II

Membership and Rights

1. All students of PHCC shall have the right to apply for office in the SGA.
2. All students of PHCC shall have the right to vote in the election of SGA officers.
3. All qualified students have the right to hold office and to attend SGA meetings.
4. All students of PHCC have the right to representation in the SGA.

ARTICLE III

Qualifications of the Officers

1. All officers shall maintain full-time status (12 hours or more) and a minimum of a 2.0 cumulative grade point average (GPA).
2. All officers shall maintain good academic and disciplinary standing within the college.

ARTICLE IV

Duties of the Officers

1. The president shall:
 - a. have the power to call and preside at all SGA meetings and special sessions of the entire student body;
 - b. call for a financial report at any time considered necessary;
 - c. establish and appoint the chair and members of committees, and define the powers of each, as deemed necessary in aiding the function of the SGA. All committees and their members shall be temporary during summer semester and subject to the approval of the SGA sponsors for the following Fall semester.
2. The Vice-President shall:
 - a. preside in the absence of the president. The vice-president shall temporarily assume the powers of the president in the absence or incapacitation of the president,
 - b. The vice-president shall assume the office of the president if, for any reason, the president cannot continue to serve in office. A new vice-president shall be elected by the original procedure within 20 days of the action. If the vice-president is unable to serve, a new election for president will be held.
3. The Secretary shall:
 - a. record and preserve a record of all actions which take place at SGA meetings.
 - b. keep on file approved records of all meetings, and keep in order the files of the SGA.
 - c. keep a register of members of the SGA, attend to necessary correspondence, and furnish to the appropriate faculty advisor and to the vice-president of Academic and Student Services written reports of the meetings of the SGA.
 - d. post all approved minutes of SGA meetings prominently for the benefit of students.
 - e. keep an official, up-to-date copy of the SGA constitution.
4. The Director of Student Voice shall:
 - a. assist the Coordinator of Campus Life & Fine Arts with planning and promoting campus events and also engaging students in events and activities.
 - b. provide SGA officers with help and support in campus activities and events.

ARTICLE V

Terms of Office

The terms of the SGA officers shall be:

1. For three semesters, beginning in the Summer semester following acceptance and continuing through the next two semesters.
2. Out-going officers and newly elected officers will meet together during the summer semester to provide a smooth transition and training.

3. The executive powers and duties as stated in the constitution shall be vested in the newly elected officers during the Summer semester.
4. No person shall hold more than one office at a time.

ARTICLE VI

SGA Meetings

1. The SGA shall meet monthly during the academic year and at such times as it shall be called into special session by the president.
2. Robert's Rules of Order Newly Revised shall govern the parliamentary procedure in all meetings and matters pertaining to the SGA if not in conflict with the constitution.
3. A quorum consists of a simple majority of members.

ARTICLE VII

Election of Officers

1. Application: October 2017
 - a. Students interested in running, and who qualify for office, should complete the PHCC SGA APPLICATION.pdf found on the website at www.patrickhenry.edu. Applications should be emailed to sga@patrickhenry.edu by Friday, October 13th.
2. Election Process:
 - a. Election of the officers shall be held by secret electronic ballot produced and administered via student email.
 - b. Officers shall be elected by a simple majority vote.
 - c. In the case of a tie vote, the winner shall be determined by a secret vote of the current SGA members.
3. Vacancies:
 - a. Any vacancy in officer position for any reason shall be filled by selection to that office within twenty calendar days of the action.
 - b. Vacancy by the president shall be filled by the vice-president and a new vice-president shall be elected according to the above procedures.

ARTICLE VIII

Amendments

1. Proposal of Amendments
 - a. shall begin by written petition of ten percent of the current student body to the officers of the SGA.
 - b. shall occur when the petition has a two-thirds vote by the members of the SGA.
2. Ratification of Amendments
 - a. the proposed amendment shall be presented to the student body within 20 days of the above action and must be passed by two-thirds of the voting student body.
 - b. amendments shall be considered effective unless vetoed within 15 days by the Dean of Student Success and Enrollment Services.
 - c. such action shall be written into the constitution immediately after it is made official.

ARTICLE IX

PHCC's Quality Enhancement Plan (QEP) - Mindset for Success

Mindset for Success is our Quality Enhancement Plan to help promote and enhance employability skills. Improving your employability skills will help you become a better student as well as a better employee. Companies have explained that there are several skills in addition to the content you learn in your classes to be successful on the job. With Mindset for Success we are focusing on the employability skills of **professionalism** and **self-management**.

1. All members of the SGA will promote **professionalism** through:
 - a. demonstrating commitment to the company or team
 - b. demonstrating ethical behavior and respond to unethical behavior
 - c. adapting to changes
 - d. demonstrating a positive attitude
 - e. demonstrating reliability
 - f. demonstrating professional etiquette

2. All members of the SGA will promote **self-management** through:
 - a. demonstrating dependability, punctuality and a positive attitude as a sense of responsibility
 - b. defining time management practices
 - c. identifying time management pitfalls
 - d. identifying health maintenance skills
 - e. identifying stress management skills
 - f. identifying workplace stressors



PHCC is an equal opportunity/affirmative action institution.