

STUDENT GOVERNMENT ASSOCIATION
CONSTITUTIONAL STRUCTURAL GUIDELINES

ARTICLE	I.	Name of Club and date
ARTICLE	II.	Purpose
ARTICLE	III.	Membership Section A: Eligibility Section B: Qualifications
ARTICLE	IV.	OFFICERS Section A. Titles Section B. Duties & terms of Each Office* Section C. Qualifications for Office Section D. Method of Election 1. When 2. How
ARTICLE	V.	MEETINGS Section A. Regular Section B. Special Section C. Quorum
ARTICLE	VI.	COMMITTEES Section A. Standing Name Duties Section B. Special (Ad Hoc) 1. How established
ARTICLE VII.		ADVISOR Section A. How Selected Section B. When Section C. Term of Office Section D. Duties
ARTICLE	VIII.	*SGA POLICIES AND PROCEDURES All policies and procedures of the <i>SUNY Cortland Student Government Association</i> shall be adhered to by this organization.
ARTICLE	IX.	*PARLIAMENTARY PROCEDURE* <u>Robert's Rules of Order</u> shall govern this organization in all issues to which they are applicable and in which they are not inconsistent with the bylaws or the special rules of this organization.

ARTICLE	X.	*AMENDMENTS
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Amendments may be proposed from the floor during any business meeting. A two-thirds vote of the members present is required to pass all such motions. Amendments shall be voted on.

ARTICLE XI. *RATIFICATION

This constitution will be ratified when appropriately approved by the organization, SGA Club Constitution Committee, and the Student Senate.

***SPECIAL NOTES**

1. Included in the duties of the Treasurer MUST BE SPECIFIC TEXT.

THE TREASURER SHALL SERVE AS THE LIAISON BETWEEN THE CLUB AND THE SGA TREASURER.

THE TREASURER IS ENCOURAGED TO WORK WITH THE SGA TREASURER AND VICE TREASURER IN DEVELOPING A CLUB BUDGET.

THE TREASURER SHALL ABIDE BY ALL SGA FINANCIAL POLICIES AS OUTLINE IN THE SGA TREASURERS HANDBOOK AND ANY UPDATES FROM THE SGA TREASURER.

2. The membership of this association shall consist of all full time and part time students of the State University of New York College at Cortland. We also encourage associate memberships for all faculty, staff and community members. Associate members will not have voting privileges, and will be expected to finance their membership in the organization except when by waved SGA Financial Board.

3. The specific texts of *Article VIII~SGA Policies and Procedures, *Article IX~Parliamentary Procedure, *Article X~Amendments and *Article XI~Ratification MUST be included.

Revised 9/04