

DEREE-The American College of Greece

Student Association Constitution

PREAMBLE

We, the students of DERE – The American College of Greece, desiring to preserve within the University an atmosphere of free discussion, inquiry, and self-expression, to ensure the personal freedom and general welfare of the Student Body, to promote principles of all aspects of diversity, and to continue in our tradition of responsible self-governance, do hereby establish this constitution of the DERE-The American College of Greece Student Association.

FRANCHISE AND CITIZENSHIP

All students who are fee paying undergraduate students enrolled in DERE-The American College of Greece shall have the right to vote in the DERE Student Association Elections and to participate in the DERE Student Association, hereinafter referred to as the DSA. This right may not be curtailed or removed.

Article I LEGISLATIVE

The Council of Representatives

SECTION ONE – Council of Representatives The supreme legislative power for the Student Body shall be vested in the Council of Representatives of DERE – The American College of Greece.

SECTION TWO – Council of Representatives Composition The Council of Representatives shall be composed of twenty one total representatives; 18 representatives corresponding to 21 majors and 3 appointed representatives corresponding to the class of incoming first year students. Each major will have one Representative elected within their major, by their peers. In addition, there will be three first year representatives appointed by the Vice President and approved by a two-thirds vote of the Council of Representatives every year in the month of September. These students will represent both first year students and students who are undecided at the beginning of the academic year. Each representative shall serve a one-year term based on the academic calendar. Each representative shall have one vote. A Representative may serve no more than two consecutive terms on the Council of Representatives. All representatives shall, at time of their election, be a student of the College in good standing with a minimum of a 2.5 Cumulative GPA. All Representatives may not hold the office of President or Vice President of an academic society for the duration of their appointment. Further, Representatives must remain enrolled students in the University and in good standing.

SECTION THREE – Council of Representatives Vacancies Vacancies created by the resignation or removal of a duly elected representative shall be filled by an appointment. Corresponding academic societies will select a representative; following the academic societies' recommendation, the Council of Representatives shall appoint a nominee in accordance with standard appointment procedures as stated in Section One, Rule Two of the SG Constitutional By-laws.

SECTION FOUR – Council of Representatives Powers and Duties The Council of Representatives shall:

- A. Approve all extraordinary appointments;
- B. establish its own rules of procedure which shall be included in the Constitutional Bylaws;
- C. enact all legislation necessary and proper to promote the general welfare of the Student Body;
- D. provide for the compilation and publication of Student Body Documents in order that the Student Body may be informed;
- E. enact by a two-thirds majority vote the Constitutional Bylaws;
- F. approve the DSA annual budget, proposed by the SG;
- G. approve semester budgets of student clubs;
- H. override a presidential veto by a two-thirds vote;
- I. try all impeachments and suspend or remove from office by a two-thirds majority vote any elected official;
- J. elect from the representatives, at the beginning of each annual session and at whatever other times the office shall be vacant, a Council of Representatives *Senior Chairperson*, who shall preside over the Council of Representatives whenever the DSA Vice President is unable to do so, and who shall succeed to that office if it becomes vacant;
- K. elect from the representatives, at the beginning of each annual session and whatever other times the office(s) shall be vacant, a Finance Committee Chair and a Government Operations Committee Chair. These Standing Committees shall establish their own rules of procedure which will be included in the Constitutional Bylaws;

SECTION FIVE – Council of Representatives Executive Committees The concerns of the Council of Representatives shall be investigated and legislation shall be formulated by the Council of Representatives Executive Committees. The Council of Representatives will be divided into two executive committees, the Finance Committee and the Government Operations Committee. The distribution will be as follows: seven Representatives appointed to the Finance Committee and eleven appointed to the Government Operations Committee. There will also be a Rules Committee comprised of three Representatives: the *Senior Chairperson*, and the *Chairpersons of the Government Operations and Finance Committees*. The specific area of concern and the specific duties of each Standing Committee shall be as chartered in the Constitutional Bylaws. Special and *Ad Hoc* Committees shall be formed by the Council of Representatives in the event that a matter of concern is not within the jurisdiction of the Standing Committees.

SECTION SIX – Standing Committees

- A. Academic Affairs Committee shall:
 - i. be comprised of five members of the Council of Representatives;
 - ii. be responsible for reviewing academic related issues as brought forth by their constituents;
 - iii. promote and encourage student participation in the course evaluation process;
 - iv. be chaired by the DSA Academic Affairs Representative.
- B. Athletic Affairs Committee shall:
 - i. be comprised of three members of the Council of Representatives;
 - ii. be responsible for planning and promoting Athletics related student events and initiatives;
 - iii. promote and encourage student involvement at Athletics events;
 - iv. be chaired by the Director of Athletic Affairs.
- C. Community Involvement Committee shall:
 - i. be comprised of five members of the Council of Representatives;
 - ii. be responsible for planning and promoting SG and ACG Cares sponsored community service events as well as promoting and participating in ACG Cares community service events that come about;
 - iii. be chaired by the Director of Community Involvement.
- D. Student Groups Committee shall:
 - i. be comprised of five members of the Council of Representatives;
 - ii. promote communication between student organizations, both amongst each other, and with the SG and other bodies on campus;
 - iii. be responsible for initiatives that will promote interaction between the various student organizations and bodies;

- iv. coordinate and organize events to facilitate Student Groups' understanding of the SG and its functions;
 - v. be chaired by the DSA Secretary
- E. College Communications Committee shall:
- i. be comprised of three members of the Council of Representatives;
 - ii. be responsible for promoting communication between the DERE Student Association, student organizations, and the entire student body at DERE– The American College of Greece, through the use of print and electronic communication, including social media;
 - iii. be chaired by the Director of Public Relations.

Term Conditions

SECTION SEVEN – Term The term of the Council of Representatives shall end on the first day of the fourth full week of classes of spring semester of every academic year, following the inauguration of the newly elected Council of Representatives at which time the terms of their successors shall begin.

SECTION EIGHT – Resignation All officers of the Legislative Branch must give written notice before they officially leave office.

Article II EXECUTIVE

Student Body Officers – Executive Board

SECTION ONE – Authority The executive power of the DSA shall be vested in the Executive Board, led by the DSA President, who shall have the assistance of the Vice President, Treasurer, Secretary, and Academic Affairs Representative.

SECTION TWO – Elections The DSA President, Vice President, Treasurer, Academic Affairs Representative, and Secretary shall be elected for a one-year term. The candidates who receive the most votes shall be declared the winner. The DSA Officers shall be chosen from the student body at large. Each officer shall at the time of the election, and throughout their term, remain an undergraduate student in good standing with a minimum of a 2.5 Cumulative GPA (C.I.) and be enrolled as a degree seeking student at the College. Requirements for Student Body Offices shall be listed in the Constitutional Bylaws.

SECTION THREE – DSA President The DSA President shall:

- A. serve as chief executive officer of the DSA.
- B. represent the DSA in dealings with the students of other universities, the faculty, the administration, and the community;
- C. enforce and administer all acts passed by the Council of Representatives ;
- D. have the power to veto any Council of Representatives act;
- E. attend meetings of the DSA;
- F. make appointments to fill vacated offices, unless otherwise specified in the DSA Constitution or Constitutional Bylaws subject to the approval by a two-thirds [2/3] majority of the Council of Representatives ;
- G. address the Council of Representatives as deemed necessary;
- H. oversee the Budget of the DSA;
- I. appoint Directors and submit for approval to the Council Representatives

SECTION FOUR – Vice President The Vice President shall:

- A. serve as presiding officer and chairperson at all DSA meetings and serve as a nonvoting ex-officio member of the Council of Representatives, except in the case of a tie vote;
- B. call special meetings of the Council of Representatives ;
- C. assist the DSA President in the performance of his/her duties;
- D. exercise the powers of the DSA President if he/she is prevented from exercising his/her powers;
- E. oversee the endeavors of the Council of Representatives to make sure it is fulfilling its responsibilities.

SECTION FIVE – Treasurer The Treasurer shall:

- A. be the Chief Financial Officer of the SG;
- B. have the power to examine the financial records of any student club receiving funds from the DSA student life budget;
- C. serve as a nonvoting ex-officio member of the Finance Committee, except in the case of a tie vote;
- D. prepare and submit to the Council of Representatives an annual DSA Budget (including proposed allocation of requested club budgets);
- E. advise all disbursements of DSA funds;

SECTION SIX – Academic Affairs Representative The Academic Affairs Representative shall:

- A. be the official liaison between the DSA and the Provost, or the highest ranking academic division officer in the absence of the Provost.
- B. along with the President of the DSA , meet on a monthly basis with the Academic Deans and/or the Provost, and the advisor of the DSA or a member of the Office of Student Affairs.
- C. suggest students for appointment to campus-wide councils and committees. The suggested students must be approved by the Executive Council by a 2/3 majority.
- D. serve as Director of the Academic Affairs Committee

SECTION SEVEN – Secretary The Secretary shall:

- A. take minutes at Executive Council meetings and specific committee meetings when requested; distribute written minutes of Executive Council meetings to Executive Council members prior to the next meeting and file approved, signed copies of the minutes accordingly in the “DEREE Student Association Record” file in the DSA Office.
- B. maintain accurate and updated print and electronic records and files of Executive Council minutes and other official documents, including a current copy of the DSA Constitution. These records shall be public and available for review by any member of the DERE Student Body.
- C. be the chief writer, editor, distributor of the DSA newsletter, to ensure that all decisions of the DERE Student Association are published regularly.
- D. update the DSA master calendar with student sponsored events and other relevant College events.
- E. chairs the Student Groups Committee of the DSA.
- F. has the right to attend monthly meetings scheduled with the Academic Deans.

Veto of Legislation

SECTION EIGHT – Veto The DSA President may veto any legislation passed by the Council of Representatives within forty eight hours of the date of receipt. For a veto to be valid, the President must submit a written explanation of the reasons for the veto to the Vice President within one business day of the date of veto. The veto and the reason for the veto shall be made a matter of public record by the Vice President at the following General Assembly meeting of the DSA. Any legislation not thus vetoed shall be considered enacted and valid forty eight hours after the date of receipt.

The Administrative Cabinet

SECTION NINE – Cabinet Officers The presiding officer shall be the DSA President. All proceedings of the Administrative Cabinet shall be chaired by the DSA President.

SECTION TEN – Membership All members of the Administrative Cabinet shall be appointed by the DSA President and approved by the Council of Representatives except for the Director of Community Involvement and the Director of Internal Affairs. The Director of Community Involvement will be appointed by the Office of Student Affairs; the Director of Internal Affairs will be appointed by the Dean of Students and approved by the Council of Representatives. All members will report directly to the DSA President except for the Director of Internal Affairs who will report to the Dean of Students and the Director of Community Involvement who will report to both the DSA President and the Office of Student Affairs.

SECTION ELEVEN – Cabinet Powers and Duties The Administrative Cabinet shall:

- A. Advise the DSA President and Executive Council on any matters of student policy or on any student programs and services;
- B. Provide coordination and communication amongst the Council of Representatives.

SECTION TWELVE – Cabinet Composition The Administrative Cabinet shall consist of 10 members: 5 Directors, and the Executive Board. Cabinet members must be undergraduate students in good standing with a minimum 2.5 GPA (C.I.).

- A. Director of Athletic Affairs shall:
 - i. liaise and work with members of the Athletic Department on joint projects;
 - ii. serve as one of the student representatives to the Intercollegiate Athletics Committee or other relevant committee;
 - iii. take an active role in student spirit activities with the DERE Office of Athletics and/or Student Affairs;
 - iv. chair the DSA Athletics Affairs Committee.
- B. Director of Social Affairs shall:
 - i. serve as a liaison between the DERE Student Activities Board (SAB) and the SG, ensuring all SAB initiatives are communicated to the SG in due time to encourage student body participation;
 - ii. perform his/her duties as stated in the DERE Student Activities Board constitution;
 - iii. take an active role in student spirit activities, providing assistance to the Director of Athletic Affairs
- C. Director of Community Involvement shall:
 - i. be the chairperson for ACG Cares
 - ii. coordinate community involvement and community service projects, through ACG Cares;
 - iii. coordinate other related projects as the DSA President deems necessary;
 - iv. be responsible for cataloging the community service requirements and philanthropic donations of student groups;
 - v. be responsible for investigating and coordinating community service opportunities through ACG Cares, for student groups including the DSA;
 - vi. chair the Community Involvement Committee.
- D. Director of Public Relations shall:
 - i. coordinate on campus communications and promotions;
 - ii. be responsible for external communication;
 - iii. be responsible for SG marketing;
 - iv. chair the College Communications Committee.
- E. Director of Internal Affairs shall:
 - i. serve as a resource person for the Rules Committee;
 - ii. provide definitions and interpretations of the Student Government's governing documents;
 - iii. serve as the chair of the Ethics & Standards committee;
 - iv. investigate all alleged violations of the SG governing documents;
 - v. maintain accurate voting records and files of the DERE Student Association.
 - vi. advise the Judicial Board
 - vii. attend Government Operations committee meetings;

Lines of Succession

SECTION THIRTEEN – If the DSA President is removed or leaves office for any reason, he/she shall be replaced by the Vice President.

SECTION FOURTEEN – If the Vice President is removed or leaves office for any reason, he/she shall be replaced by the Council of Representatives *Senior Chairman*.

SECTION FIFTEEN – If the Treasurer is removed or leaves office for any reason, he/she shall be replaced on an acting basis by the Chair of the Finance Committee until a new appointment by the President can be made.

This appointment must be approved by the Council of Representatives. Should the regular DSA election period fall within thirty [30] days of the resignation/removal of the Treasurer, the Chair of the Finance Committee will continue as Treasurer until the regular DSA election period.

SECTION SIXTEEN – Should any of the positions not included in Sections 13-15 become vacant, the DSA President shall appoint a DERE student in good standing with a 2.5/4.0 C.I. or above, to fill the vacancy, pending the approval of the Council of Representatives.

Term Conditions

SECTION SEVENTEEN – The terms of the Executive Board and Administrative Cabinet shall end the first day of the fourth full week of classes of spring semester of every academic year, following the inauguration of the newly elected officer at which time the terms of their successors [Executive Board] shall begin. The appointment of the new Administrative Cabinet shall follow within two weeks of the inauguration of the Executive Board.

SECTION EIGHTEEN – No member of the DERE Student Association Executive Board and Administrative Cabinet may be a Council Representative.

Article III PROCEDURES FOR IMPEACHMENT

SECTION ONE - Scope of Punitive Powers The punitive powers rest solely with the Council of Representatives and shall extend to all elected and appointed officials of the Student Government Association. No resolution for impeachment shall be subject to the veto of the Student Body President.

SECTION TWO - Specific Charges for Impeachment A Representative or Executive Officer of the SG may be impeached based on the following charges explicitly defined by this article:

- A. **Abuse of Power** The charge of Abuse of Power shall apply to cases in which the execution of an official power has been in a manner inconsistent with its just purpose or fair use, to the detriment of the Student Body or the Student Government.
- B. **Neglect of Duty** The charge of Neglect of Duty shall apply to cases in which an official is in gross disregard of duty or has willfully failed to execute a specific duty to the best of his or her ability. The scope of Neglect of Duty shall include the roles and powers outlined in this Constitution and its Bylaws.
- C. **Breach of Ethical Duty** The charge of Breach of Ethical Duty shall apply to cases in which an official is responsible for moral turpitude detrimental to the reputation of the Student Government Association and/or DERE - The American College of Greece and its constituents.

SECTION THREE - Form of Formal Charges All formal charges of impeachment shall be introduced into the Council of Representatives in the form of a Special Resolution containing a Bill of Charges, in a context appropriate to the official status of the accused official and the sanction sought. Such a Senate Resolution must clearly state the sanction sought against the official.

SECTION FOUR - Bills of Charges A Bill of Charges shall be a resolving clause listing each charge alleged against an official and the specifications thereto. Any bill of charges lacking clearly defined charges and sustainable specifications shall be out of order.

SECTION FIVE - Introduction of Formal Charges All Special Council of Representatives Resolutions shall be filed pursuant to Council of Representatives Rule with either:

- A. the sponsorship and signatures of a minimum of three [3] Representatives;
- B. a petition of 500 Deree-The American College of Greece fee paying undergraduate students;

SECTION SIX - Notification of Charges As soon as practical following filing of the Special Resolution and Bill of

Charges, the Council of Representatives Chairperson shall notify the accused official by written statement, which shall include the resolution in full by hand delivery. The Vice President shall also make available the Special Resolution to all Student Government officials as soon as practical.

SECTION SEVEN - Impeachment Trial

- A. **Date of Trial** The trial of an impeached Student Association Official shall occur on the date no more than five [5] Academic Days hence the Special Resolution was filed, in the event the Council of Representatives Chairperson finds such would enable the impeached official to attend. Should an impeached official fail to attend, the trial shall be conducted in absentia.
- B. **Structure of Trial**
 - 1. Upon filing of the Special Resolution the Senate must convene at a time separate from the normal legislative session and shall be a closed session;
 - 2. The Senior Chairperson must preside over the impeachment trial.
 - 3. Should the Senior Chairperson be unavailable or the one facing impeachment and/or removal from office, the Vice President shall preside over the impeachment hearing;
 - 4. no more than two [2] signatories of the Special Resolution shall formally present the Special Resolution to the Council of Representatives including evidence and witness testimony;
 - 5. The accused official shall then respond to the charges, cross examine all accusers and call witnesses on his or her own behalf;
 - 6. The Council of Representatives as a whole may question the accused or any witnesses that may be summoned.
- C. **Representative Debate**
 - 1. Following the hearing of evidence, the accused shall then be asked to leave the room and the Council of Representatives shall enter into deliberations;
 - 2. Representatives shall have unlimited debating privileges during deliberations as long as deliberations remain relevant to the current impeachment.
- D. **Impeachment**
 - 1. Voting shall be done by confidential ballot;
 - 2. When voting is completed, the meeting shall be opened and the DSA President shall immediately announce the result of the vote before the Senate;
 - 3. An impeached official shall only be convicted by a two-thirds [2/3] majority of the Council of Representatives;
 - 4. Removal from Office shall be invoked by conviction in an impeachment trial. *No removal from office shall carry with it a ban on future service.*

SECTION EIGHT - Miscellaneous Punitive Powers

- A. **Resignation** All Student Association Officials shall be permitted to resign their office in writing. Such resignation shall be effective at the date specified by the resignation.
- B. **Exclusivity** Except as provided elsewhere in these statutes for discipline within agencies, the provisions of this article shall exclusively contain processes for termination of any Student Association Office.

Article IV CONSTITUTIONAL BYLAWS

The Constitutional Bylaws shall be a supplemental document of the Constitution and shall require passage by a three-fourths majority vote of the Council of Representatives.

Article V ELECTION PROCEEDINGS

The times, manner and places of holding elections shall be followed as prescribed by the Student Clubs and Organizations Guidebook. The Council of Representatives shall appoint an Electoral Committee to work closely with the Office of Student Affairs during all regular and extraordinary election periods. The Electoral Committee must have at least three member, none of which will be candidates in the election. The Electoral Committee duties will include and not be limited to: distributing nomination forms, collecting nomination forms, and staffing the polls on election days.

Article VI AMENDMENTS TO THE STUDENT GOVERNMENT CONSTITUTION

All amendments to this DSA Constitution shall require:

- A. a two-thirds majority vote of the Council of Representatives , and
- B. to be brought to the administration for review and presented to the advisors;
- C. approved by majority vote of at least 300 members of the undergraduate Student Body voting community during DSA election period.