
Pikes Peak State College

Student Government Association Constitution

Preamble

We, the students of Pikes Peak State College, in order to preserve and defend the rights and privileges of student self-governance, to assure a student voice and involvement in college decisions, to foster a spirit of unity among students, to strive toward a better understanding between administration, faculty, staff, and students, to serve the common interest of all students, to train ourselves in democratic government, and to promote citizenship on campus, do hereby establish this Constitution of the Student Government Association for the students of Pikes Peak State College.

Article I: Name

The name of this organization shall be the Pikes Peak State College (PPSC) Student Government Association (SGA).

Article II: Mission Statement & Purpose

Section 2.1 – Mission Statement

The Student Government Association at Pikes Peak State College is the official representative voice for the study body. We seek to create an environment of growth and success through the guidance and development of character, and by promoting change in favor of the interests, needs, and welfare of PPSC students.

Section 2.2 – Purpose

- Motivate students to create a community through programs and events/activities.
- Represent and advocate for students through SGA and PPSC committees, holding regular town hall meetings and communicating to faculty, staff, and administration.
- Charter, develop, fund, and maintain student clubs and organizations.
- Practice transparent and honest communication.

Article III: Membership & Structure

Section 3.1: Membership

All registered students (student body) at Pikes Peak State College shall be considered members of the SGA, shall be enfranchised as constituents of the Student Government, and shall have the right to participate in all elections and referenda held under the provisions of this Constitution. Any person registered at PPSC as a credit student shall be a student under these governing documents.

Section 3.2: Structure

The Executive Board and the Senate shall make up the branches of the Student Government Association. The SGA shall be advised by the the Director of Student Experience.

Article IV: The Executive Board/Officers

Section 4.1 – Executive Officers

The Executive Board shall be composed of the following elected and appointed positions:

- SGA President
- SGA Vice-President
- PPSC State Student Advisory Council (SSAC) Representatives (Primary & Secondary)

Section 4.2 – Eligibility

Students interested in becoming an SGA officer must be enrolled in at least 6 credits hours during the semesters of their term of office, maintain a cumulative GPA of 2.5 or above, must be able to successfully pass an employment background check, and maintain a clear student judicial record at the college. To qualify as a candidate for the following positions, a student must:

- President / Vice-President must have completed at least one semester in a position within the PPSC SGA prior to seeking office and must have completed at least one semester at PPSC. If no qualified person is interested, then any interested, eligible, student may serve.
- SSAC: Must be enrolled in at least nine (9) credit hours; must be a resident of the State of Colorado.

Section 4.3 – Term of Office

The term of office for each officer shall be twelve (12) months, one academic year, and will extend from Spring Graduation ceremony, of the year elected, to the next Spring Graduation Ceremony.

- A. Serve no more than two (2) one-year terms for each office for which they were elected by the student body.
- B. In the event the Vice President must assume the office of the President after the last day of Fall Semester, then he/she may run for a full term in that office on his/her own merit

Section 4.4 – Executive Officer Responsibilities

All Executive Board Officers shall:

1. Recommend legislative proposals; vote on all motions and legislation during executive and joint sessions.
2. Execute legislative acts, regulations, and the responsibilities inherent to their offices.
3. Attend all joint session meetings, executive board meetings, assigned committee meetings, and any events or programs sponsored by the SGA, unless excused.
4. Spend at least eight (8) hours at a campus outside of where they primarily attend.
5. Submit bi-weekly reports to the President and/or SGA Advisor(s).

A. SGA President:

- Act as the chief liaison between the PPSC SGA and the PPSC Administration, Faculty, Administrating Governing Bodies, and other schools.
- Shall meet with the College President monthly and attend scheduled Leadership Council meetings.
- Conduct one-on-one sessions with all officers to advise, constructive feedback, and monitor their progress within the Student Government Association.
- Convene and preside at Joint Session Meetings and Executive Board meetings of the SGA.
- Serve as the official Chief Executive of the Student Body and represent it in all matters concerning its interest, welfare, and jurisdiction.
- Be subject to, protect, maintain, and enforce the SGA Constitution.
- Shall collaborate with the SGA to create the agenda for SGA Joint Session meetings.
- Serve as the tie-breaking vote during SGA Joint Session meetings.
- Assume the duties of the SGA Vice-President in case of temporary absence, disability, or ineligibility
- Shall lead all recruitment efforts to fill any vacancies within SGA with help from the Vice-President and an Advisor.

B. SGA Vice-President:

- Act as the chief liaison between the PPSC SGA and all officially recognized student organizations at PPSC.
- Assume the duties of the President in case of temporary absence, disability, or ineligibility.
- Act as the official recorder of all correspondence of the PPSC SGA.
- Record the minutes of all regular and special Joint Session meetings and meetings of the Executive Board; will supply meeting minutes within 72 hours of the meeting.
- Shall collaborate with the SGA President to prepare the agendas for all SGA Joint Session meetings.
- Supervise the finances of the PPSC SGA; responsible for participating in all legislation to financial policy or process changes.
- Monitor the budget expenditures of all accounts which receive funds from student activity fees. Audit these accounts as if discrepancies are recognized, report to SGA in joint sessions.
- Report, monthly, the financial status of the SGA
- Meet with the SGA for Finance & Clubs monthly to determine the authenticity of bills and expenses charged.
- Shall meet with the College's Vice-President of Student Services monthly.
- Preside over all regular and special meetings of the Inter-Club Council and Inter-Club Council Board.

C. State Student Advisory Council (SSAC) Representative

- Act as the Elected Representative to Colorado State Student Advisory Council (SSAC) from PPSC.
- Serve as an active member of SSAC and thus function in compliance with the Constitution of the SSAC.
- Present regular reports to SSAC from PPSC SGA and from SSAC to PPSC SGA.
- Elect a Secondary SSAC to serve in conjunction with themselves. The secondary SSAC shall work closely with the SSAC Representative to maintain cohesion if the SSAC Representative is unavailable. The secondary SSAC will fill the SSAC Representative's seat if the SSAC Representative leaves that position for any reason. If one is not elected in a timely fashion the executive team will appoint one.
- Must notify the PPSC SGA and SGA Advisors of their intention to seek an office at the SSAC.
- May join the SGA President in their monthly meeting with the college President to provide/share relevant information from the SSAC.

Article V: The Senate

Section 5.1 – Senator Positions

The Senate shall be composed of the following elected and appointed positions:

- Diversity & Public Relations
Senator
- Downtown Studio Campus Senator
- Rampart Range Campus Senator

Section 5.2 – Eligibility

Students interested in becoming an SGA officer must be enrolled in at least 6 credits hours during the semesters of their term of office, maintain a cumulative GPA of 2.3 or above, must be able to successfully pass an employment background check, and maintain a clear student judicial record at the college. To qualify as a candidate for the following positions, a student must:

- SGA President: Must have held at least one prior Semester in PPSC SGA.
- SGA Vice-President: Must have held at least one prior Semester in PPSC SGA.
- Downtown Studio Campus Senator: Must take at least 3 credits on the Downtown Campus each semester.
- Rampart Range Campus Senator: Must take at least 3 credits on the Rampart Range campus each semester.

Section 5.3 – Term of Office

The term of office for each officer shall be twelve (12) months, one academic year, and will extend from Spring Graduation ceremony, of the year elected, to the next Spring Graduation Ceremony.

- Serve no more than two (2) one-year terms for each office for which they were elected by the student body.
- In the event a Senator must assume an Executive Board Position after the last day of Fall Semester, then he/she may run for a full term in that office on his/her own merit.

Section 5.4 – Senator Responsibilities

A. Diversity & Public Relations Senator:

- Serve as the official liaison and advocate for all issues relating student Diversity, Equity, and Inclusion.
- Will lead all SGA internal and external communications.
- Responsible for maintaining all inventory of promotional items (swag).
- Shall take pictures, or find a proxy, to take pictures at all SGA events and programs.
- Actively serve on the Inner-Club Council Board; representing the Downtown Studio Campus

B. Downtown Studio Campus Senator:

- Serve as the official liaison and advocate for all student advocacy issues on the Downtown Studio Campus
- Actively serve on the Inner-Club Council Board; representing the Downtown Studio Campus

D. Rampart Range/CHES Campus Senator:

- Serve as the official liaison and advocate for all student advocacy issues on the CHES and Rampart Range Campus
- Actively serve on the Inner-Club Council Board; representing the Rampart Range Campus

Article VI: SGA Advisor(s)

The SGA Advisor(s) shall:

- Actively advise and mentor all SGA Officers and Senators
- Work with the President of SGA to interpret and enforce the SGA Constitution and By-Laws, college policy, system policy, and local, state, and federal laws and regulations.
- Advise in the planning and coordination of activities and programs for the student body.
- Communicate the goals and ideas of SGA to and from Faculty, Staff and Administration.
- Verify enrollment, credit hours, and grade point average to ensure that SGA members fulfill the requirements to run and/or hold office.
- To be present, or provide a designee, at all joint session and executive meetings.
- Provide comprehensive training for all club advisors and student leaders each semester.

Article VII: SGA Elections & Vacancies

Section 7.1: Elections

- The Election Committee shall be formed two (2) weeks prior to election packet availability and shall be appointed by the SGA Advisor(s). The election committee must be composed of SGA members who are not running in the upcoming election. The responsibility of the Election Committee shall be to oversee election procedure and enforce rules pertaining to elections.
- SGA Elections will be held the second Tuesday and Wednesday in the month of April.
- SGA Election Packets should be made available to students by the first week of the Spring semester.
- A candidate must receive the majority vote to win SGA office.
- Candidates for SGA office may campaign on any PPSC campus, after their applications have been submitted and approved. Campaign postings will be allowed starting one (1) month prior to the first election date and must be taken down by twenty-four (24) hours prior to the first day of elections. Candidates may not campaign in a classroom.
- A special student body election or referendum election may be held upon demand by a two-thirds (2/3) vote of SGA in joint session or upon demand of the student body when they present a petition to SGA containing two-thirds (2/3) of the required student body (to be verified by the PPSC Records Office).

Section 7.2: Vacancies

- The SGA President with help from the SGA Vice-President and an Advisor shall lead the recruitment and appointment process for any positions left vacant after the Spring elections.
- All appointments must be ratified by a majority vote of the SGA.

Article VIII: Resignation, Removal from Office, Impeachment, and Censorship

Section 8.1: Resignation

- An Officer may resign by addressing a letter of resignation to the SGA President.
- Resignations shall be official upon presentation and approval of the resignation letter during the next scheduled SGA meeting.

Section 8.2 Removal from Office

- An Officer who does not maintain the appropriate GPA will be removed from office if they are unable to bring their GPA back up after a probationary semester.
- An Officer who violates the PPSC Student Code of Conduct may be removed from office.

Officers who resign from office shall not be eligible to run for an SGA office for a period of one (1) semester unless they have petitioned the SGA Advisors.

Officers who are impeached and removed will not be eligible to run for an SGA office.

Section 8.3: Impeachment & Censorship

- SGA Officers shall be subject to impeachment and removal by the SGA on the grounds of malfeasance, misfeasance, or nonfeasance, in violation of the PPSC student conduct policy, and in violation of the SGA Constitution or Bylaws.
- Censure shall be a formal statement of reprimand of disapproval of the action of the accused and will be kept on file by SGA
- Grounds for censure, impeachment, and/or removal from office shall include, but not limited to:
 - ✓ Incompetence
 - ✓ Negligence
 - ✓ Misappropriation of funds
 - ✓ Violations of the Constitution
 - ✓ Discrimination based on gender, race, religion, age, disability, or sexual orientation
 - ✓ Behavior violating the PPSC Student Code of Conduct
 - ✓ Attendance (To include tardiness, no call-no show, etc.)
- Charges may be brought against any Officer by any member of the SGA. At the time the charges are leveled, the SGA shall hear the charges and determine by a majority vote with quorum present, if there is just cause to form an Impeachment Committee.
- Officer(s) being impeached shall be given reasonable opportunity to respond to such charges in person or in writing during the impeachment hearings before the SGA acts.
- Sustainment of impeachment charges by the Impeachment Committee shall cause impeached Officer(s) to be immediately removed from the office and barred from holding further SGA offices indefinitely.
- A two-thirds (2/3) majority of the votes cast shall be required to dismiss the member. The President of SGA may at his/her discretion cast a vote if the decision is one (1) vote short of a two-thirds (2/3) majority.
- Any member of SGA whose case is being reviewed by the board may not vote on the board's recommendation in the joint session of SGA. Any member of SGA who is under review by the board may submit a letter of appeal to the board for full consideration before the Executive Board makes its recommendation.
- Members of SGA who are in violation of PPSC rules, Local, State or Federal laws may be subject to disciplinary action with the SGA.

Article IX: Meetings

- A quorum must be present for the SGA to conduct official business. A quorum shall be 51% of the currently installed SGA Officers.
- Any action of the SGA concerning expenditures of funds requires a majority vote of the SGA with quorum present.
- Regularly scheduled meetings shall be held bi-monthly, or as needed, during the regular Fall and Spring semesters.
- The SGA President and Vice-President have the joint authority to cancel SGA meetings.
- SGA meetings shall be conducted under the procedural rules of Robert's Rules of Order.

Article X: SGA Funding

Section 9.1: Student Activity Fees

The SGA is funded through student activity fees collected from students when they register for credit classes at PPSC. Student activity fees are published on the PPSC website.

Section 9.2: Budget

At the beginning of each fiscal year, the SGA Budget Board and SGA Advisors will prepare the SGA budget, for review and approval from the SGA.

Article XI: Amendments

Any amendments to this SGA Constitution must be approved by a two-thirds (2/3) vote of the SGA in a Joint Session, followed by approval by majority of the student body. (*As stated in Colorado State Board Policy 4/50*)