



HOBART AND WILLIAM SMITH STUDENT GOVERNMENT

We, the students of Hobart and William Smith, establish this constitution as guidelines for our self-governing body in order to provide the means to participate in and support community activities and organizations as well as strengthen the communication and bonds of the Hobart and William Smith campus.

Article I. Purpose

Section 1: Objectives

- I. Hobart and William Smith Student Government, hereafter referred to as: “HWS Student Government”, shall govern, promote, and protect the interests of the Hobart and William Smith Student Body.
- II. HWS Student Government shall govern in pursuit of finding unity for the student body. It is the explicit goal of HWS Student Government to unite all students behind the idea of autonomy and in that shared interest, exercise the agency of the student body.
- III. HWS Student Government does not discriminate based upon: race, class, economic status, ethnic background, gender, including gender identity and expression, sexual orientation, age, physical ability, political beliefs, or cultural and religious background.

Section 2: Role

- I. The primary role of the HWS Student Government is to create a forum for students to discuss, work through, and solve issues on campus and perform the business functions of Student Government, including voting on all funding proposals and club status.
- II. The Assembly shall be the means by which any Hobart and William Smith student can directly participate in the workings of HWS Student Government

Article II. Structure

Section 1: Components

- I. HWS Student Government shall be comprised of the Executive Board, Senior Class President, Budget Allocation Committee, Assembly, and any other Ad Hoc Committees.

Section 2: Student Trustees

- I) In the effort to advance the interests of the student body, the Student Government will work in conjunction with the Student Trustees.
- II) The Student Government expects the regular attendance of the Student Trustees at Assembly meetings and provide a report on Board proceedings.
- III) To see extensive Student Trustee procedures, refer to Board of Trustee By-laws.

Section 3: Senior Class President

- I. The Senior Class President of HWS Student Government shall be responsible for:
 - a. Representing the senior class at every regular meeting of the Assembly.
 - b. Increasing and maintaining the spirit and unity of the senior class and contributing to student life.
 - c. Formulating and executing such events and activities that shall be deemed necessary and desirable to further student life, foster a spirit of giving back to the colleges, and increase Student Activities.
 - d. Coordinating all Senior Week activities.

Section 4: Budget Allocations Committee

- I. HWS Student Government shall form a Budget Allocation Committee in coordination with the Office of Student Activities that will allocate funds to clubs, organizations, and club sports who are officially recognized as active organizations by HWS Student Government.
- II. The BAC shall be composed of seven members including:
 - a. the Vice President of Finance
 - b. Six voting representatives.
- III. The Vice President of Finance shall serve as chair of the committee and may only vote on measures in the event of a tie.
- IV. The Vice President shall appoint all voting BAC representatives and ensure:
 - a. All those running for BAC must be in both good academic and social standing as approved by the Deans of the Colleges.
 - b. There is robust diversity amongst BAC representatives including:
 - i. Representatives from a variety of student organizations including clubs, cultural clubs, and club sports.
 - ii. Representatives from a variety of ethnic, racial, and gender identities.
- V. All other regulations not discussed herein shall be found in the BAC by-laws.

Article III. The Executive Board

Section 1: Role

- I) The Executive Board is the central means by which the student body shall work with Faculty/Staff/Administration on issues related to HWS Student Government.
- II) The Executive Board may:
 - a. Pursue its own agenda, with adequate reasoning behind its decision.
 - b. Create Ad Hoc Committees when necessary. All Ad Hoc Committees will be open to all current students and committee members will be chosen by the Executive Board. It is the goal and purpose of Ad Hoc Committees to focus on and create a practical solution to the problem for which it is being assembled to address.
- III) The Executive Board will manage all internal committees, subcommittees, and representatives to external including: the Committee on Standards, Housing Committee, Committee on Academic Affairs, and any Ad Hoc Committees it creates or other committees which HWS Student Government is entitled to appoint members to.
- IV) The Executive board will organize the presentation of awards according to precedent and decisions adopted by HWS Student Government.

Section 2: Structure

- I. The Executive Board shall consist of a President, a Vice President of Strategic Initiatives, a Vice President of Finance, a Vice President of Communications, and a Vice President of Compliance.
- II. The President shall:
 - a. Be the chair of the Executive Board.
 - b. Preside over all Executive Board meetings of HWS Student Government
 - c. Oversee all elections run by HWS Student Government
 - d. Preside over all meetings of the Assembly.
- III. The Vice President of Strategic Initiatives shall:
 - a. Conceptualize, plan, and execute events on behalf of HWS Student Government.
 - b. Coordinate with offices and other student organizations in cosponsoring events on behalf of HWS Student Government.
 - c. Coordinate with the President to determine topics pertinent to the student body, and aid in planning Student Government discussions, administrator Q&As, and the writing of resolutions.
 - d. In the absence of the President, preside over meetings of the Assembly and of the Executive Board.
- IV. The Vice President of Finance shall:

- a. Serve as record keeper of all financial documents of HWS Student Government.
 - b. Keep meticulous records of all approved expenditures and a running total of the Excess and Discretionary accounts.
 - c. Work with the Office of Student Activities to oversee all expenses accrued by student organizations
 - d. Preside over the Budget Allocations Committee (BAC) and over any other matters pertaining to student finances.
 - e. Confirm that the budget is in good order prior to any monetary decisions being made.
 - f. Complete additional tasks assigned at the President's discretion.
- V. The Vice President of Compliance shall:
- a. Serve as the chief judicial officer of Student Government.
 - b. Settle disputes regarding interpretation of the Student Government constitution and any Student Government by-laws.
 - c. Ensure that all actions of the Student Government and its members are in accordance with the requirements of the Student Government constitution.
 - d. Preside over any trials or motions regarding the removal of an officer.
 - e. Track attendance of the Assembly and Executive Board officers:
 - i. to confirm voting eligibility among the Assembly
 - ii. Track compulsory club attendance.
- VI. The Vice President of Communications shall:
- a. Serve as the record keeper and scribe at all HWS Student Government meetings, including but not limited to: HWS Student Government meetings and Executive Board meetings.
 - b. Preside over the certification of a previous meeting's minutes at the beginning of any meeting of the Assembly.
 - c. Manage the Student Government email.
 - d. Serve as the chief contact of HWS Student Government and will, in consultation with executive board members, set and publicize the agenda for Student Government meetings at a minimum of 24 hours in advance.
 - e. Handle all graphic design needs for HWS Student Government including those for posters and merchandise
 - f. Manage the HWS Student Government Engage page.
 - g. Manage any official HWS Student Government social media pages.
 - h. Serve as the liaison with the Office of Communications for any HWS Student Government needs.

Article IV: Liaisons

Section 1: Purpose

- I. The HWS Student Government shall maintain a set of liaison positions to represent the interests of HWS Student Government to and relay pertinent information from campus offices and departments.

Section 2: Positions

- I. The Liaison to Academics shall:
 - a. Serve as the HWS Student Government representative to the Committee on Academic Affairs.
 - b. Meet regularly with the Provost.
 - c. Report on academic affairs to meetings of the Assembly.
- II. The Liaison to Athletics shall:
 - a. Serve as the HWS Student Government representative to the Athletic Department meetings.
 - b. Meet regularly with the Director of Athletics.
 - c. Report on athletic affairs to meetings of the Assembly.
- III. The Liaison to Greek Council
 - a. Serve as the HWS Student Government representative to Greek Council.
 - b. Meet regularly with the Greek Council advisor.
 - c. Report on Greek affairs to meetings of the Assembly.

Section 3: Ad Hoc Liaison(s)

- I. The Executive Board may create Ad-Hoc liaison positions to coordinate with other offices or departments not listed above, whenever it is deemed appropriate.
- II. The Executive Board may choose to run a special election for position or appoint a specific individual with $2/3$ approval from the Assembly.
- III. If an Ad Hoc liaison position is to become a permanent position within HWS Student Government, the Constitution must be amended, and a representative shall be elected in accordance with the election guidelines of Article VI.

Article V: The Assembly

Section 1: Voting

- I. To be eligible to vote in a meeting of the Assembly, an individual must attend one prior HWS Student Government meeting.
 - a. If there is a voting matter during the first meeting, voting power will be extended to all members present.
- II. No members of the Executive Branch or Liaisons have voting rights in the Meetings of the Assembly during their term of service.
- III. A simple majority in the meeting of the Assembly is one where greater than half of the

votes cast were in favor.

- IV. A 2/3 majority in the Congress is one where 2/3 or more of the votes cast were in favor.

Article VI. Elections

Section 1: Eligibility & General Rules

- I. All Students holding an elected or appointed position in Student Government must be in good academic and social standing, as verified by the Dean's Office.
- II. A student may not participate in an Off-Campus program during the academic year while serving in any elected position.
- III. The time and place of all elections will be determined, in conjunction with the Constitution, by the Student Government President.
- IV. All voting will be done by electronic ballot.
- V. All elections will have a write-in section available.

Section 2: Election timeline

- I. Elections will be held within the last four (4) weeks of the Spring semester. The positions elected at this time are:
 - a. Senior Class President
 - b. Student Government Executive Board Positions
 - c. Student Government Liaisons
- II. All term periods for Student Government elections are to last one (1) academic year, totaling two consecutive semesters.

Section 3: Oversight

- I. The first of the following who does not have a conflict of interest shall oversee all Elections:
 - a. Vice President of Compliance
 - b. President
 - c. Vice President of Communications
 - d. Vice President of Strategic Initiatives
 - e. Vice President of Finance
- II. The elections shall be run in accordance with the election guidelines as stated in the

petition.

- III. If any student sees a flaw in the election process, they shall promptly file a complaint with the Executive Board of HWS Student Government and shall notify the Office of Student Activities.
 - a. The election will be reviewed by HWS Student Government, the Candidates themselves, and the Dean's office. Following review, the agreed upon solution will be offered to the student body.

Section 4: Write-in Candidates

- I. Write in Candidates are not expected to follow all electoral rules, but will be disqualified for blatant misconduct, or if they are not in good academic or social standing.
- II. In the case of the victory of a write-in candidate over an approved candidate, the elected individual will assume the position. If there are no approved candidates, all write-in candidates will be viewed as nominations and asked to run in a special election.

Article VII. Removal, Recall, Impeachment, and the Resignation of Elected Officials

Section 1: Executive Board and Class Presidents

- I. In order to remove or impeach an officer of HWS Student Government, a motion to impeach can be made by any member of the Assembly during a regular meeting.
 - a. The motioner shall have 5 minutes to present a case, and the officer in question shall have minutes to argue a defense
 - b. As with any other vote, there will be a period for pros and points and a written vote.
 - c. An individual will be removed from office by a 2/3 majority.

Section 2: Impeachment of Committee Members (For Executive Board Only)

- I. A motion to impeach may be made in a meeting of the Assembly. If the officer is not in attendance, the Executive Board must send notice of their potential impeachment.
- II. Student Government will then conduct an in-meeting hearing the week following the motion. At this time, the grounds for impeachment will be brought against the defendant. The defendant shall be given ample time to respond.
- III. A vote to remove the defendant will then be held, requiring a simple majority.

Section 3: Vacant Seats

- I. Whenever possible, officer vacancies should be filled with an emergency election that

shall be held in accordance with the election guidelines of Article VI

- II. With adequate reasoning, and a 2/3 approval from the Assembly, the Executive Board may choose to appoint a temporary replacement for the remainder of the term in lieu of an emergency election.

Article VIII. Amendments to the Constitution

Section 1: Amendments

- I. This constitution may be amended or replaced by a proposal adopted by a 2/3 majority of the Congress and by a simple majority of votes cast in a referendum held at least five (5) business days later.
- II. The constitution should be reviewed and revised when deemed appropriate by the HWS Student Government executive board.

Article IX. Expectations for Student Activities

Section 1: Expectations for Student Activities

- I. The Office of Student Activities shall not alter any document issued under the authority of HWS Student Government without the explicit permission of the Executive Board. This includes, but is not limited to, the BAC Guidelines, the HWS Student Government By-laws, and all petitions for elected office.
- II. Following a meeting of the Budget Allocation Committee, The Office of Student Activities must promulgate the budgets granted to the clubs over a period not to exceed one week. The Office of Student Activities shall in no way alter the composition of these budgets or subvert any decision of the BAC. The Office of Student Activities shall not direct the BAC in the ways in which it can approve funding or create expenditures from the excess fund without the approval of the Vice President of Finance.
- III. The Office of Student Activities shall not send any electoral ballot to the student body before it is reviewed and confirmed as accurate by the President.
- IV. The Office of Student Activities must inform the Vice President of Finance of the status of the excess fund and discretionary fund at least twenty-four hours before every meeting of the Assembly. When the excess fund is still being calculated by the Business Office, Student Activities must provide updates to the Vice President of Finance about this process as they become available.