

**BGSU**<sup>®</sup>

**USG** Undergraduate  
Student Government

**B O W L I N G   G R E E N   S T A T E   U N I V E R S I T Y**

# **Governing Constitution**

**Updated September 2021**

### **Preamble**

We, the undergraduate students of Bowling Green State University, in order to effectively represent our needs, interests, and opinions as students, to ensure our rights as citizens of the University Community, and to promote unity, cooperation, goodwill, and equality among all students, do ordain and establish this Constitution for the Bowling Green State University Undergraduate Student Government.

### **ARTICLE I. THE UNDERGRADUATE STUDENT BODY**

- A. The name of the body shall be the Undergraduate Student Body of Bowling Green State University, hereafter referred to as the student body.
- B. All registered undergraduate students at Bowling Green State University shall be members of the student body and follow the provisions within this Constitution.
- C. All registered undergraduate students at Bowling Green State University have the right to vote for, be heard by, and be represented by the Undergraduate Student Government.

### **ARTICLE II. EXECUTIVE BRANCH**

- A. Executive Authority
  - 1. The executive branch shall exercise all administrative functions of the Undergraduate Student Government under the provisions of this Constitution and the Undergraduate Student Government Bylaws. The proceedings and actions of the executive branch shall be valid only when authorized by the President or their designee.
  - 2. The actions of this branch shall be limited to executive functions in carrying out the provisions of the Constitution, Bylaws, and implementing legislation enacted by the legislative branch.
  - 3. The executive authority shall be vested in a President who shall hold the office for the term of one year beginning the next regularly scheduled meeting of the Spring Semester after they are elected.
- B. The President
  - 1. The President must be a full-time undergraduate student in good standing at Bowling Green State University, as outlined in the Bowling Green State University Student Handbook, for the duration of their term.
  - 2. The President must complete one full academic year at this institution prior to the fall semester, following the election, that they hold office.
  - 3. The President and the Vice President shall be elected on the same ballot by a plurality of those members of the student body casting ballots.
  - 4. The President shall be responsible for upholding the Undergraduate Student Government Constitution and Bylaws.
  - 5. The President shall execute the objectives of the Undergraduate Student Government as dictated by this Constitution, the Undergraduate Student Government Bylaws, and their administration as legislated by the Senate.
  - 6. The President may veto any legislation enacted by the Senate.
  - 7. The President shall be the official voice of the student body and shall work with the members of the university community and all constituent bodies on all matters concerning student issues and concerns.
  - 8. The President shall nominate, with the advice and simple majority consent of the Senate, the following positions, which shall draw their authority from and report directly to the President:
    - a. Chief of Staff
    - b. Chief Administrator
    - c. Treasurer
    - d. Cabinet Members
  - 9. The President must fulfill other duties enumerated in the Undergraduate Student Government Bylaws.
- C. Vice President
  - 1. The Vice President must be a full-time undergraduate student in good standing at Bowling Green State University, as outlined in the Bowling Green State University Student Handbook, for the duration of their term.
  - 2. The Vice President must complete one full academic year at this institution prior to the fall semester, following the election, that they hold office.
  - 3. The Vice President shall assist the President in their administrative duties.

4. In the event that the office of the President becomes vacant, the Vice President is to assume the duties of the President. In the event that the office of Vice President is currently vacated as well, then the Speaker of the Senate shall assume the duties of the President. In the event that there is neither a Vice President nor a Speaker, then an election, moderated by the Chief Administrator, will be held among the members of the Senate for the purpose of electing a Senator for the position of President. The newly elected President can then select a Vice President following Article II, Section C, Subsection 6. Following the election of the President, the Senate will elect a Speaker of the Senate from within its members.
5. In the event that the office of the Vice President becomes vacant, the President shall appoint a successor, within two weeks of the vacancy, who must be approved by a two-thirds (2/3) majority vote of the Senate.
6. The Vice President must fulfill other duties enumerated in the Undergraduate Student Government Bylaws.

**D. Executive Board**

1. The Executive Board shall be comprised of the President, the Vice President, the Chief of Staff, the Chief Administrator, the Treasurer, the Cabinet, the Speaker of the Senate, the General Assembly Committee Chairs, and the Advisor(s).
2. In circumstances when the Procedures and Appeals Branch is unable, the Executive Board will assume the responsibility of Internal Investigation.
3. The Executive Board shall retain the powers enumerated in the Bylaws.

**ARTICLE III. PROCEDURES AND APPEALS BRANCH**

- A. The Procedures and Appeals Board shall exercise all review functions of the Undergraduate Student Government, following the review by the Internal Affairs Committee.
- B. Authority shall be vested in a Chief Administrator who shall hold the office for one academic year.
  1. The Chief Administrator must be appointed by the President and approved by a simple majority vote of the Senate no later than the second formal meeting of the academic year.
  2. The Chief Administrator must have been a member of the Undergraduate Student Government and have completed one full academic year at Bowling Green State University by the fall semester that they hold office.
- C. The Chief Administrator has the authority to pick the size of the Procedures and Appeals Board as long as the board has at least one member besides the Chief Administrator.
- D. Procedures and Appeals Board members must be appointed by the Chief Administrator.
  1. Procedures and Appeals Board members can be appointed from within the Undergraduate Student Government or from the outside.
    - i. Members of the Undergraduate Student Government serve on the Procedure and Appeals board as if it was a standing committee assignment.
    - ii. Members of the Undergraduate Student Government cannot serve on the Internal Affairs Committee and the Procedures and Appeals Board simultaneously.
- E. Procedures and Appeals Board shall be responsible for the following:
  1. To act as an internal investigative board for the Undergraduate Student Government unless unable to perform this duty in accordance with the Bylaws, in which case the role of investigation will fall to the Executive Board.
  2. To organize and supervise the Undergraduate Student Government elections.
  3. To review and render decisions on all undergraduate parking violation appeals.
    - i. Any appeals regarding the Chief Administrator or members of the Procedure and Appeals Board must be reviewed by someone that did not make the appeal.
- F. The Procedures and Appeals Branch must fulfill other duties enumerated in the Undergraduate Student Government Bylaws.

**ARTICLE IV. LEGISLATIVE BRANCH**

**A. Legislative Authority**

1. The Legislative Branch shall exercise all legislative functions of the Undergraduate Student Government under the provisions of the Constitution and Bylaws. The proceedings and actions of this branch shall be limited to legislative matters. Official actions and decisions of the Legislative Branch shall be valid only under the provisions of the Constitution and Bylaws.

2. The Legislative Branch shall operate through a committee system, chaired by a Senator, through which all legislation can be reviewed.
3. The Legislative Branch shall have the power to write and pass legislation.
4. All legislative authorities herein granted shall be vested in a Senate.

**B. The Senate**

1. The Senate shall be composed of Senators, elected by the student body as At-Large, Diversity Affairs, Non-Traditional, Military, International, Queer-Trans Student Union, Black Student Union, Latino Student Union, Asian Student Union, Greek Council, Off-Campus, Residence Hall, Athletic, Academic Colleges, Multicultural/Accessibility Advocate, and Student Labor.
2. A Senator must be a full-time undergraduate student in good standing, as outlined in the Bowling Green State University Student Handbook, for the duration of their term, as calculated at the beginning of each fall and spring academic term. First year, first semester students who do not have an established GPA are allowed to join if in good standing with the university. First year students are subject to review after their first semester.
3. Each Senator shall be granted one vote in the Senate.
4. All members of the Senate shall have the authority to propose legislation.
  - a. Any legislation passed through the Senate shall be forwarded to the President for their consideration.
  - b. The Senate may override a Presidential Veto with a two-thirds (2/3) majority vote.
5. The Senate shall have the authority to establish and govern the activities of such committees of its own membership.
6. The Senate shall elect from within its members, which serve during the same administration term as the newly elected President and Vice President, a Speaker of the Senate who shall preside over all meetings of the Senate, but shall have no vote unless the Assembly's votes are equally divided.
7. There shall be at least one Senate meeting held each month from September through April.
8. The Senate shall review its Bylaws by approval of a two-thirds (2/3) majority vote no later than the fourth official meeting of the fall semester.
  - a. The Senate shall have the authority to extend this deadline by a two-thirds (2/3) majority vote.
9. The Senate shall act in accordance with and abide by the Bylaws.

**ARTICLE V. UNDERGRADUATE STUDENT GOVERNMENT ELECTIONS**

- A. Any member of the student body who is in good standing at Bowling Green State University, as outlined in the Bowling Green State University Student Handbook, is eligible to run for an elected position on the Undergraduate Student Government.
- B. A student may be a candidate for only one position in each election.
  1. Individuals running for President and Vice-President may also be write-in candidates for senator seats in which they are qualified to fill.
- C. A student may hold only one position, either elected or appointed, at any time. This does not include the Speaker of the Senate and the Committee chairs. Those individuals will hold a senate seat and their corresponding legislative officer position.
- D. The Elections shall be facilitated by the Chief Administrator and shall adhere to the processes enumerated in Article VIII of the Bylaws.

**ARTICLE VI. INITIATIVE, REFERENDUM, AND RECALL**

- E. The student body shall have the right to initiate any action within the power of the Senate according to the following process:
  1. A petition bearing the written signature and student identification number of at least five (5) percent of the undergraduate student body, stating the proposed action, shall be presented to the Chief Administrator of the Procedures and Appeals Board to put the issue on the ballot.
  2. After final approval of a Senate Resolution, the student(s) that prepare a petition have the option to schedule a meeting with the Procedures and Appeals Board. This public meeting will be focused on the language and supporting text of the petition.

3. The Internal Affairs Chair, the Legislative Secretary, and the Chief Administrator must be present at this meeting. The Internal Affairs Chair will act as the moderator of this meeting. The Legislative Secretary will take notes during the meeting and prepare the minutes as a public record.
  4. After final approval of the Senate Resolution, the student(s) will have forty-five (45) academic days to collect the necessary signatures. The petition must then be submitted to the Chief Administrator for the validation of the signatures and student identification numbers.
  5. The ballot shall state the proposed action and ask, "Shall the above action be adopted?" The issue shall go to the undergraduate student body for a vote within fifteen (15) academic days of the submission of the final petition.
  6. A minimum of ten (10) percent of the undergraduate student body must vote, with a majority in favor of the adoption, for the initiative to be considered valid.
  7. No action approved under this section shall be replaced during that term of office, except upon subsequent initiative petition.
- F. Any formal action taken by the Senate may be put to a vote of the undergraduate student body under the following provisions:
1. A petition bearing the written signatures and student identification numbers of at least five (5) percent of the undergraduate student body, stating the actions in question, shall be presented to the Chief Administrator of the Procedures and Appeals Board to be put on a ballot.
  2. After final approval of a senate resolution, the student(s) that prepare a petition have the option to schedule a meeting with the Procedures and Appeals Board. This public meeting will be focused on the language and supporting text of the petition.
  3. The Internal Affairs Chair, the Legislative Secretary, and the Chief Administrator must be present at this meeting. The Internal Affairs Chair will act as the moderator of this meeting. The Legislative Secretary will take notes during the meeting and prepare the minutes as a public record.
  4. After final approval of the Senate Resolution, the student(s) will have forty-five (45) academic days to collect the necessary signatures. The petition must then be submitted to the Chief Administrator for the validation of the signatures and student identification numbers.
  5. The ballot shall state the action taken by the Senate and ask, "Shall the above action be repealed?" The issue shall go to the undergraduate student body for a vote within fifteen (15) academic days of the submission of the final petition.
  6. A minimum of ten (10) percent of the undergraduate student body must vote, with a majority in favor of the repeal, for the referendum to be considered approved.
  7. The result of the referendum shall take effect immediately.
- G. Any Senator or Officer may be recalled from their service to the Undergraduate Student Government, for valid reasons, by their constituents.
1. A petition bearing the signatures of at least five (5) percent of the Senator's or Officer's constituency shall be presented to the Chief Administrator of the Procedures and Appeals Board.
  2. The Chief Administrator will prepare a memorandum that shall state the cause of the recall and ask, "Shall the person named in the petition be recalled for the above reasons?" The memorandum shall be presented to the Senate of the Undergraduate Student Government for a vote within fifteen (15) academic days.
  3. The question shall be voted on by the Senate and if the question receives a three-fourths (3/4) majority vote within the Senate, the Senator or Officer shall be removed from office.
  4. No recalled person shall be appointed to any vacancy during that particular term of office.

#### **ARTICLE VII. CENSURE OR REMOVAL FROM OFFICE**

- A. Any Senator or Officer may be given censure by a two-thirds (2/3) majority vote within the Senate. Censure shall serve as a resolution of disapproval by the Senate where such action does not merit removal from office.
- B. When an action is judged to merit removal from office any Senator or Officer may be removed from office by a three-fourths (3/4) majority vote within the Senate.

#### **ARTICLE VIII. AMENDMENTS TO THIS CONSTITUTION**

- A. Proposed Amendments to the Constitution must be approved by a three-fourths (3/4) majority vote within the Senate.
- B. Amendments shall be sent to the Undergraduate Student Government Advisor to ensure they adhere to the Bowling Green State University Student Code of Conduct.

## **AMENDMENTS**

1. Before any elected or appointed member of the Undergraduate Student Government begins execution of their respective office, the elect shall take the following oath to be administered by the Speaker, or acting Speaker, of the Undergraduate Student Government:
  - a. *I (name) do solemnly swear (affirm or promise) that I will support and uphold the Constitution of the Undergraduate Student Government, and that I will faithfully perform the duties of the office.*
2. The President, Vice President, and the Speaker of the Senate shall not have the authority to propose legislation to the Senate.