

STUDENT BODY CONSTITUTION

(includes all revisions, as of 06/21/2011)

PREAMBLE

We, the students of Wartburg College, in order to express our interests, to provide a democratic procedure for serving student needs, to coordinate student activities and to promote the general welfare of students, do hereby establish this Constitution of the Student Body of Wartburg College.

ARTICLE I - NAME

The name of this organization shall be the Wartburg College Student Body, herein after referred to as the Student Body.

ARTICLE II - MEMBERSHIP

Any student enrolled as a full-time, part-time or special student shall be considered a qualified voting member of the Student Body and eligible to receive all privileges of the Student Body as long as he/she complies with the rules and regulations of Wartburg College.

ARTICLE III - OFFICERS AND THEIR ELECTIONS

Section 1: The officers of the Student Body shall be the President, Vice-president, the Recorder and the Treasurer.

Section 2: The election of the Student Body officers shall be conducted according to the rules defined in the By-Laws under Elections.

Section 3: To be eligible for the office of President, Vice-president, Recorder or Treasurer, a candidate must meet the following requirements:

- a. have a cumulative grade point average of at least 2.75
- b. have been enrolled a Wartburg College during the last academic term
- c. attend Wartburg College for both the Fall and Winter Term of his/her term in office
- d. cannot be involved in a full-time student teaching or internship position during the Fall or Winter Term of his/her term in office
- e. the Student Body President cannot be a resident assistant during his/her term in office

Section 4: The terms of Student Body Officers shall begin the first day of May Term classes.

- a. The newly elected officers must attend at least one Executive meeting and one Senate meeting between the time that they were elected and the time they retain office.
- b. The newly elected officers are required to meet with the current officers and with the Dean of Students for a transition of duties and working papers.

Section 5: The term of office of the Student Body Officers shall be one year, beginning with the first day of May Term classes and terminating the last day before May Term classes begin.

Section 6: The term of Senators

- a. For those senators elected in the Fall Term, their term shall begin upon their elections and terminate the last day before May Term classes begin.
- b. For those senators elected in the Winter Term, their term shall begin upon their elections and terminate the last day before May Term classes begin.
- c. For those senators elected to May Term Senate, their term shall begin on the day May Term classes begin and terminate the last day before May Term classes begin in the following year.

ARTICLE IV - DUTIES AND POWERS OF OFFICERS

Section 1: Duties and Responsibilities of the President

- a. to call Senate meetings
- b. to call and chair Executive Committee meetings
- c. to sign requisitions of Student Government funds and to advise the Treasurer of the same.
- d. to create special student committees with the approval of the Senate
- e. to appoint students to College Committees with the approval of the Senate
- f. to appoint the Academic and Administrative Ombudsperson with 2/3 approval of the Senate
- g. to act as ex-officio member of all Senate and College Committees
- h. to call and chair Student Body meetings
- i. to communicate between the student body and administration
- j. to perform such other duties as would normally fall within the providence of the Presidency

Section 2: Duties and Responsibilities of the Vice-president

- a. to act as assistant to the President in such matters as:
 1. to preside over Senate meetings
 2. to supervise and conduct all student elections called for in this Constitution or called by the Senate
- b. to assume presidential duties during the absence of the President
- c. to become President should the office of President become vacant
- d. to perform other duties as may be assigned by the President or the Senate

Section 3: Duties and Responsibilities of the Recorder

- a. to conduct the correspondence of the Senate and to keep in custody all official records and correspondence of the Student Body
- b. to take minutes of all Senate meetings, of all Executive Committee meetings and of all Student Body meetings
- c. to deliver a copy of the official minutes of all Senate and Student Body meetings to the Student Body President, the College President, the Student Senate Advisors, Senators, the Student Affairs Director, the Senate files and to the editor of the Trumpet
- d. to keep in custody all official minutes and committee reports except those pertaining to matters of the treasury
- e. to perform other duties as may be assigned by the President or the Senate

Section 4: Duties and Responsibilities of the Treasurer

- a. to keep a record of all financial transactions of the Senate
- b. to submit a financial report at the meetings of the Senate
- c. to sign requisitions of the Student Body funds or to initial in acknowledgment of the Student Body President's authorization
- d. to formulate a proposed budget and submit the same to the President and the Senate
- e. to keep inventory over all Senate assets
- f. to perform other duties as may be assigned by the President or the Senate

Section 5: In the event of a vacancy in the Presidency, the Vice-president shall assume the Presidency. The new President shall appoint a new Vice-president with 2/3 approval of the Senate.

Section 6: In the event of a vacancy in the Presidency and the Vice-presidency, the Senate shall meet in executive session within one week and appoint an Acting President from Senate or the Executive Committee and direct a special election to be held within two weeks to approve the appointments. The Elections Committee shall have the power to determine the guidelines of the special election.

Section 7: In the event of a vacancy in the office of the Vice-president, Recorder or Treasurer, the President, with 2/3 approval of the Senate, shall appoint a new Vice-president, Recorder or Treasurer.

Section 8: In the event of a vacancy in the office of Administrative or Academic Ombudsperson, the President, with 2/3 approval of the Senate, shall appoint a new Administrative or Academic Ombudsperson.

Section 9: In the event of a vacancy in the office of a Senator, the Elections Committee shall meet within one week to direct a special election to be held within two weeks to fill the vacancy. The Elections Committee shall have the power to determine the guidelines for the special election. This procedure will always be followed unless one of the following circumstances is true:

- a. If there is only one candidate to fill the vacancy one week after the Elections Committee met in regards to filling the vacancy, the Vice-president shall appoint the individual to the position with the approval of the Senate.
- b. If there are no candidates to fill the vacancy one week after the Elections Committee met in regards to filling the vacancy, the Vice-president shall appoint an individual from the vacant Senator's constituency to the position with the approval of the Senate.
- c. If the Elections Committee determines that there is insufficient time to hold an election before the vacant Senator's term would end, the Vice-president shall appoint an individual from the vacant Senator's constituency to the position with the approval of the Senate.

ARTICLE V - EXECUTIVE COMMITTEE

Section 1: The Executive Committee shall consist of the duly elected Student Body Officers, the Administrative Ombudsperson and the Academic Ombudsperson.

Section 2: The Executive Committee shall transact such business between Senate meetings as may require immediate attention.

Section 3: The Executive Committee shall have the power to call special Senate meetings upon its own initiative. It must call a special Senate meeting at the request of five senators.

Section 4: The Executive Committee shall have the power to call Student Body meetings upon its own initiative or upon the request of fifteen percent of the Student Body.

Section 5: The Executive Committee shall have the power to excuse Senators for necessary absences from Senate meetings.

Section 6: The President shall be responsible for calling meetings of the Executive Committee.

Section 7: The Executive Committee shall plan the agendas when calling Student Body and Senate meetings.

Section 8: The Executive Committee shall be responsible for executing one-on-one meetings between Executive Committee members and Senators at their own discretion.

ARTICLE VI - STUDENT BODY GOVERNMENT

Section 1: All legislative powers of the Student Body Government shall be vested in the Wartburg College Student Senate, which shall be responsible for providing a democratic procedure for serving student needs.

Section 2: Duties and powers of the Senate:

- a.** to encourage and initiate proposals and measures which shall benefit the Student Body
- b.** to encourage and develop student leadership and involvement not only in campus events, but world concerns as well
- c.** to recommend policies and to act upon recommendations of the Administration, Faculty Student Committees and Administrative Officers of Wartburg College
- d.** to promote a harmonious relationship between the college administration and the students
- e.** to legislate on routine matters (i.e. budget approval, appointment confirmations, etc.) and to place before the Student Body matters which the Senate considers beneficial for warranting discussion and action by the Student Body.

ARTICLE VII - STUDENT BODY RIGHTS

Section 1: The will of the Student Body shall be supreme in all matters of Student Government.

Section 2: The Student Body shall have the right to petition the Senate. The Senate must initiate action on any matters presented in a petition bearing the signatures of ten percent of the Student Body.

ARTICLE VIII – MEETINGS

Section 1: Student Body meetings shall be held at the request of the Student Body President or by a 2/3 vote of the Senate. The Student body shall be given at least 24 hours notification of such a meeting, accompanied with a brief explanation of the purpose of the meeting.

Section 2: A referendum (any campus-wide issue not including a Constitutional amendment) may be put to the Student Body for a vote, if it has acquired ten percent of the Student Body's signatures for approval with it.

Section 3: A referendum shall not be considered valid unless twenty-five percent of the Student Body votes. A referendum must be approved by a simple majority of those voting or be considered defeated.

ARTICLE IX - HOW TO AMEND

Section 1: This Constitution may be officially amended by a 2/3 affirmative vote of the electorate voting in elections on Constitutional amendments.

Section 2: Proposed amendments may be put to the Student Body for ratification either by a majority vote of the Senate or by a petition presented to the Senate signed by at least twenty-five percent of the Student Body. Proposed amendments must be posted on Senate bulletin boards within two weeks following the initiation of the amendments by the Senate.

Section 3: Constitutional amendments shall be voted on no sooner than two weeks and no later than four weeks following the initiation of the amendments by the Senate.

Section 4: Upon the approval of 2/3 of the members of Senate or by a petition signed by at least twenty-five percent of the Student Body shall a convention to submit amendments to this Constitution and By-Laws be called.

- a.** A Constitutional Convention shall be conducted within the rules as stated in the Appendix A of the Student Body By-Laws.
- b.** When a convention is called, it must be held within five weeks from the approval date of the Senate, the date the petition by the Student Body is introduced to the Senate or before the last day of scheduled May Term classes.

Section 5: Any amendment approved by a Constitutional Convention must be ratified by the Student Body in a special election.

- a.** In the special election, each amendment approved by the Constitutional Convention shall be listed by section or article and voted upon by the Student Body.
- b.** Ratification of each amendment shall be attained by a simple majority of the electorate voting.
- c.** Amendments shall take effect immediately following ratification by the Student Body.