



**Student Association of SUNY New Paltz, INC.  
Constitution  
Amended Spring 2024**

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## **Article I – Name**

### **Section 1: Official Title**

1. The official name of this organization shall be the New Paltz Student Association and as such is considered, in any part or its whole, a public body.

## **Article II - Purpose**

1. The Student Association is the governance system of the student body of SUNY New Paltz and ensures fair representation of the student body in all college-related matters, and fairly distributes and oversees mandatory student activity fees.

## **Article III – Membership**

### **Section 1: Composition**

1. All activity-fee paying students attending SUNY New Paltz shall be members of the Student Association.

### **Section 2: Rights**

1. Membership in the Student Association guarantees:
  - a. Participation in general elections.
    - i. Voting is restricted to activity-fee paying students.
  - b. The opportunity to participate in events sponsored by the Student Association.
  - c. Attendance of any meeting of the Student Association.
  - d. The right to petition official members of the Student Association on specific issues.

### **Section 3: Equality of Rights**

1. Equality of rights under the Student Association shall not be denied to any student.

## **Article IV – Governance**

### **Section 1: Division of Responsibility**

1. The governance of the Student Association shall be vested in the Executive Board, the Senate, the Judicial Board, the Council of Organizations, the Programming Board and the Budget and Finance Committee.

### **Section 2: Voting Rights**

1. No individual in the Student Association may hold more than one (1) voting position on binding governance bodies.
2. Voting in governance bodies is strictly limited to the members of those appropriate bodies.
3. Voting for student senators will be based on eligibility for students who fall into each representative category. All students can vote for student senators and other non-representative senate positions.
4. All students can vote for executive board seats and at-large student senator seats. (The remaining does not make sense; all remaining seats are represented by a subpopulation.
5. Voting will need to be for the building they currently reside in (not the one they will move into for the following year).

## **Article V - The Executive Board**

### **Section 1: Executive Power**

1. The Executive Board shall function as the executive branch of the Student Association.

### **Section 2: Composition**

1. The Executive Board shall be composed of the following officers:
  - a. President
  - b. Executive Vice President
  - c. Vice President of Finance
  - d. Vice President of Academic Affairs and Governance
  - e. Vice President of Programming
  - f. Vice President of Marketing and Communication
2. The Executive Board shall be composed of the following officers who are non-voting members:

- a. Senate Chair
- b. Council Chair

### **Section 3: Responsibilities**

1. Duties and responsibilities of the Executive Board shall include:
  - a. Serve as the primary representative body to all outside bodies.
  - b. Managing and supervising daily administrative operations of the Student Association.
  - c. Nominate a person to fill a vacancy within the Executive Board subject to approval of the Senate.
  - d. Each member shall present an Executive Board report to the Senate and provide a report when deemed necessary for the Council of Organizations meetings.
  - e. Implementing the decisions of the Senate and the Council of Organizations.
  - f. Managing and supervising the basic administrative functions of Level One operations (such as office supplies, copying, outside communications - phone/mail).
  - g. Execute legislation passed by the Senate to its appropriate audience
  - h. Attend the monthly meetings with the President's cabinet and RHSA.

### **Section 4: Powers**

1. Have the power to veto decisions of the Senate by majority vote if the Executive Board believes the decision is not in the best interest of the student body.
  - a. The Senate must be informed of the Executive Board's veto by the next Senate meeting.
2. Serve as non-voting members of all Student Association committees, except as noted elsewhere.

### **Section 5: Officers**

1. The duties of the President shall be to:
  - a. Serve as the principal representative of the Student Association.
  - b. Serve as the chairperson of the Executive Board.
  - c. Complete the duties of any other member of the Executive Board in the event of that individual's absence.
  - d. Serve as a member of the CAS board.
  - e. To hold twelve (12) office hours per week in the Student Association office.

- f. Must meet monthly with the President of SUNY New Paltz.
  - g. Responsible for appointing student representatives to the student conduct board.
  - h. Responsible for reviewing all flyers and promotional material
2. The duties of the Executive Vice President shall be to:
- a. Assume the duties of the President in the event of the President's absence.
  - b. Serve as the student liaison to the College Vice-President for Student Affairs.
    - i. Must have monthly meetings with the Vice President for Student Affairs.
    - ii. Serve as representative to Town Gown and attend monthly meetings.
    - iii. Serve as or delegate a student to the following bodies:
      - 1. Landlord Tenant Relations Committee
      - 2. Transportation implementation Committee
  - c. Serve as chairperson for the University Police Department Committee.
  - d. Must nominate a chairperson to the Alumni Relations Committee.
  - e. To hold twelve (12) office hours per week, a minimum of ten (10) office hours must be in the Student Association office.
3. The duties of the Vice-President of Finance shall be to:
- a. Serve as chairperson of the Budget and Finance Committee.
  - b. Oversee the internal election of a Vice-Chair and a Recording Secretary.
  - c. Provide the authorized signature for financial disbursements of the Student Association.
  - d. Prepare and present the Budget and Finance Committee proposals to the Senate, the Executive Board and the Council of Organizations.
  - e. Monitoring all approved allocations of Student Association funds in order to ensure that all expenditures are consistent with available funds and adhere to the SUNY Board of Trustees Regulations.
  - f. To hold twelve (12) office hours per week, a minimum of ten (10) office hours must be in the Student Association office.
4. The duties of the Vice-President of Academic Affairs and Governance shall be to:
- a. Serve as the student liaison to the Provost/Vice -President of Academic Affairs.
    - i. Must have monthly meetings with the Provost/Vice President of Academic Affairs.
  - b. Serve as the chairperson of the Constitution and Rules Committee.

- c. Serve as the chairperson of the Student Association Research Grant.
  - d. Serve as the chairperson of the Elections Committee who oversees annual Student Association Elections.
  - e. Serve as a representative to the Faculty Senate from the student body.
    - i. Must attend every monthly Faculty Senate meeting.
  - f. Act as coordinator of all student seats of the Academic Committees under Faculty Governance.
  - g. To hold twelve (12) office hours per week, a minimum of ten (10) office hours must be in the Student Association office.
  - h. Must have monthly meetings with the Dean of the Library.
5. The duties of the Vice-President of Programming shall include:
- a. Serve as the chairperson of the Programming Board and Student Association Productions.
    - i. Oversee the internal election of a Vice-Chair and a Recording Secretary.
  - b. Serve as the student liaison to the Center of Student Engagement.
  - c. Serve on the Involvement Fair Planning Committee.
  - d. Plan on-campus concerts.
  - e. To hold twelve (12) office hours per week, a minimum of ten (10) office hours must be in the Student Association office.
6. The duties of the Vice President of Marketing and Communications shall include:
- a. Serve as liaison between Student Association Executive Board and external parties such as but not limited to SUNY, students excluding town and village governance external parties.
  - b. Responsible for recording minutes at every Executive Board, Senate & Council Board meetings. In addition, to any decision making Council of Organization meetings in compliance with our 501(c) 3 status.
  - c. Serve as head facilitator for any social media postings, graphic design work, and other promotional initiatives for the outreach of events and recruitment of Student Association committees.
    - i. All promotional material must include university colors and Student Association logo.
  - d. Responsible for updating all Student Association governance pages on Engage and the official Student Association website regularly or as needed
  - e. Responsible for transferring each Executive Board members' email and password information to the successor and financial secretary.
  - f. To hold twelve (12) office hours per week, a minimum of ten(10) office hours must be in the Student Association office.
  - g. Responsible for marketing of all large campus wide events. Ex:

Springfest

- h. Responsible for all SA social media platforms such as passwords and username
- i. Responsible for maintaining marketing aspects for the SA elections.
- j. Responsible for printing flyers for important dates, meetings, and programs.
- k. A part of the final approval for all mass communication to constituents (all student, student organizations, student leaders, etc.)

### **Section 6: Non -Voting Officers**

1. The duties of the Senate Chair shall include:
  - a. Serve as the chairperson of the Senate.
  - b. Organize the proposed agenda and minutes from the last meeting for the Senate prior to the legislative Senate meetings, which will be approved by a simple majority of those Senators present.
  - c. To send the Minutes from a Senate Meeting to the Vice President of Marketing & Communication within 48 hours of said Senate Meeting.
  - d. To hold twelve (12) office hours per week, a minimum of ten (10) office hours must be in the Student Association office.
  - e. Serve as a non-voting participant in all executive board positions.
  - f. Track and enforce the attendance policy and inform all senators when a senator is impeachable.
  - g. Serve as the chairperson of the Student Concerns Committee.
  - h. Has the power to nominate the Vice Senate Chair.
2. The duties of the Council Chair shall include:
  - a. Serve as the chairperson of the Council of Organizations.
  - b. Serve as the chairperson of the Social Justice Coalition.
  - c. Serve as the chairperson of the Rainbow Month Coalition.
  - d. Organize the agenda for the Council of Organizations meetings.
  - e. Attend all Senate meetings and inform them of the actions of the Council of Organizations and the Council Board.
  - f. Serve as a non-voting participant in all executive board positions.
  - g. Meet bi-weekly with house delegates on Council Board to review and approve charters and delegates' club office space.

## **Article VI - The Senate**

### **Section 1: Legislative Power**

1. The Senate shall function as the upper legislative branch of the Student Association and follow the core governing structure of Robert's Rules.

### **Section 2: Composition**

1. The Senate shall consist of thirty-two (32) activity-fee paying students. Elected by representative body.
  - a. Representative Model should follow as such:
    - The fourteen (14) Resident Halls
    - 2 College of Liberal Arts & Sciences
    - 1 School of Business
    - 1 School of Education
    - 1 School of Fine & Performing Arts
    - 1 School of Science & Engineering
    - 4 Undergraduate Student Class: Based on Credits
      - Freshman (0-30)
      - Sophomore (31-60)
      - Junior (61-90)
      - Senior (91+)
    - 2 Students Elected at Large
    - 1 Grad Student Representative
    - 2 Commuter Student
    - 1 International Student
    - 1 Transfer Student

### **Section 3: Responsibilities**

1. Duties and responsibilities of the Senate shall include:
  - a. Initiating legislation pertaining to representing, advocating, and furthering the interest and welfare of the students of SUNY New Paltz.
  - b. Identify and develop goals and priorities for the Student Association.
  - c. Review, amend, and approve the Student Association budget as proposed by the Budget and Finance Committee.
  - d. Propose and approve amendments to the Constitution.
    - i. Amendments to the Constitution must be voted on by the student body.
    - ii. Constitutional amendments can be put up for a vote in the election at the end of either the fall or spring semester.
  - e. To elect the Senate Chair from the Senate.
    - i. That election is to take place in the spring semester or whenever the position becomes vacant.
  - f. Serve as the agency that confirms Executive Board nominations to the Executive Board when a position becomes vacant.

#### **Section 4: Powers**

1. Override:
  - a. The Senate shall have the power to override Executive Board vetoes by a two-thirds (2/3) majority of those present.
2. Impeachment and Removal:
  - a. Authoritative Body
    - i. All impeachment powers shall be vested within the Senate with a simple majority vote.
    - ii. All removal powers shall be vested within the Senate with a simple majority vote.
3. Impeachment of an Executive Board Member:
  - a. Executive Board members may be impeached for failure to reasonably fulfill their responsibilities as outlined in Article V.
4. Impeachment of a Senate Member:
  - a. Senators may be impeached for failure to reasonably fulfill their responsibilities as outlined in Article VI.
5. Impeachment of a Committee Member:
  - a. Students elected to Student Association committees may be impeached for failure to attend and contribute to their respective meetings.
6. Nomination of the Chief Justice of the Judicial Board

- a. Must be confirmed with vote of  $\frac{2}{3}$  by the Senate
- 7. Approval of Judicial Board members
  - a. See Article VIII, Section 3 of the Student Association Constitution for the nomination process of each member.

### **Section 5: Officers**

- 1. The duties of the Senate Chair shall include:
  - a. Serve as the chairperson of the Senate.
  - b. Organize the proposed agenda and minutes from the last meeting for the Senate prior to the legislative Senate meetings, which will be approved by a simple majority of those Senators present.
  - c. To send the Minutes from a Senate Meeting to the Vice President of Marketing & Communication within 48 hours of said Senate Meeting
  - d. To hold twelve (12) office hours per week in the Student Association office.
  - e. Serve as a non-voting participant in all executive board positions.
  - f. Track and enforce the attendance policy and inform all senators when a senator is impeachable.
  - g. Serve as the chairperson of the Student Concerns Committee.
  - h. Has the power to nominate a Vice Senate Chair.
- 2. The duties of Senators shall include:
  - a. Attend every senate meeting.
  - b. Represent and advocate for the interests of the student body.
  - c. Be a member of at least two committees (joint committee and/or an ad - hoc committee) of the Senate.
  - d. Attend all legislative and respective committee meetings.
    - i. Roll call shall be taken at each committee meeting by the respective chair or recording secretary and they will inform the Senate Chair if a senator has missed (2) committee meetings.
  - e. To legislate and oversee the operations of the Student Association on behalf of the Student Body
  - f. To confirm the Vice Senate Chair.
- 3. The duties of the Vice Senate Chair shall include:
  - a. To conduct Senate meetings when the Senate Chair is not able to.
  - b. To hold four office hours per week in the Student Association office.

### **Section 6: Legislation**

- 1. Legislation by the Student Senate shall be handled in the following manner:

- a. A Declaration shall make a statement on behalf of the Student Body.
- b. A Resolution shall address an issue and call for a solution, possibly delivering a binding decision.
- c. A Bill shall change the Student Association policy or make any substantive, binding decisions.
  - i. Bills shall be enacted for a prescribed amount of time not to exceed one calendar year.
- d. A Bylaw is a principle that outlines the operations and functions of Student Association.
  - i. A bylaw is to be proposed to the Senate and be approved by a majority vote in the Senate.
  - ii. All bylaws are listed in their own document titled "The Bylaws of The State University of New York at New Paltz Student Association".
- e. A Bylaw amendment shall make changes to the Student Association Bylaws.
  - i. Proposed amendments to the Bylaws will take effect upon approval by a two-thirds (2/3) vote in the Senate.
- f. A Constitutional Amendment shall propose changes to the Constitution to be placed on a referendum ballot.

### **Section 7: Quorum**

- 1. In order for any official Senate business to be conducted a quorum is required.
- 2. A quorum shall be defined as fifty percent (50%) plus one of the seated members of the Senate to conduct Senate business.

## **Article VII - Council of Organizations**

### **Section 1: Power of the Council**

- 1. The Council of Organizations shall function as the lower legislative house and the official representative body of all SUNY New Paltz Student Association organizations.

### **Section 2: Composition**

- 1. A student representative from each house will be elected during Council of Organizations to compose the Council Board.

2. In the case of no representative coming forward, the Council of Organizations will elect an active representative from the entire body.
3. The Council of Organizations shall provide an open forum to hear the concerns of students and organizations.
4. The Council of Organizations shall nominate and confirm a Chair to serve as chief parliamentarian of the body.

### **Section 3: Officers**

1. The duties of the Council of Organizations Chair shall be to:
  - a. Serve as the chairperson of the Council of Organizations.
  - b. Organize the agenda for the Council of Organizations meetings.
  - c. Attend all Senate meetings and inform them of the pertinent actions of the Council, as necessary.
  - d. Meet weekly with the house delegates on Council Board to review and approve charters and delegates club office space.
  - e. To hold twelve (12) office hours per week, a minimum of ten (10) office hours must be in the Student Association office.
2. The duties of the Council of Organizations Vice Chair shall be to:
  - a. Be nominated either by the Council Chair or the Council Body and be confirmed by a majority vote by the Council Body.
  - b. Assists the Council Chair at the Council of Organizations meetings.
  - c. Must hold one Council of Organizations meeting each semester.
  - d. To serve six (6) office hours per week in the Student Association office.

## **Article VIII - The Judicial Board**

### **Section 1: Judicial Power**

1. All judicial powers of the Student Association shall be vested in the Judicial Board.

### **Section 2: Composition**

1. The one (1) Chief Justice and four (4) Associate Justices of the Judicial Board shall be members of the Student Association.
2. Each justice shall serve until they resign, or are impeached and removed, or are no longer an activity-fee paying student at SUNY New Paltz.

3. The Chief Justice, Associate Justices, or any confirmed Justices may not be a standing member of the Senate, Executive Board, or any Student Association committees.

### **Section 3: Nomination**

1. The senate body shall nominate the Chief Justice with a confirmation vote of  $\frac{2}{3}$  by the senate.
2. Associate justices shall be nominated by the Chief Justice and voted on by  $\frac{2}{3}$  majority of the senate.
3. Alternate Justices are eligible to be nominated for the position of Associate Justice or Chief Justice, subject to confirmation by  $\frac{2}{3}$ <sup>rd</sup>-majority vote by the Senate.
4. Associate Justices are eligible to be nominated for the position of Chief Justice, subject to confirmation by  $\frac{2}{3}$ <sup>rd</sup> majority vote by the Senate.

### **Section 4: Responsibilities**

1. The duties and responsibilities of the Judicial Board shall include, but not be limited to, the following:
  - a. Interpret and review the constitutionality of all actions of the Student Association and its various substructures.
    - i. The constitutionality of any Student Association official binding decision needs to be determined by the Judicial Board. These decisions shall not have a retroactive impact.
  - b. Shall serve as the final mediating body in any disputes related to Student Association activity.
  - c. Hold public hearings in cases of controversy or dispute.
    - i. Deliberations can be held in private.
    - ii. All decisions shall be handed down in writing to the Senate and concerned parties and shall be made public. Reasoning behind the decisions shall also be included.

### **Section 5: Powers**

1. The Judicial Board shall have original and appellate jurisdiction over any actions of, or disputes between the Senate and Executive Board.
2. The Judicial Board shall have appellate jurisdiction over the Budget and Finance Committee, Programming Board, Council Board, and Research Board.
3. All Judicial Board decisions are binding on any branch of the Student Association

4. Any decision made by the Judicial Board can be overturned by a 4/5ths Senate vote and an executive board confirmation by a majority vote.

## **Section 6: Officers**

1. The duties of Chief Justice shall include:
  - a. The Chief Justice shall have the power to convene a Judicial Board Hearing.
  - b. The Chief Justice shall be the Chair of all Judicial Board meetings and shall have the power to convene such meetings.
  - c. In the case of the Chief Justice being unable to attend the Senate meeting, the Chief Justice can appoint one Associate Justice to attend in their lieu.
2. The duties of an Associate Justice shall include:
  - a. The Associate Justice shall participate in the hearing process.
  - b. The Associate Justice shall attend all Judicial Board meetings.
  - c. The Associate Justice shall also carry out reasonable duties assigned by the Chief Justice.
3. The duties of an Alternate Justice shall include:
  - a. The Alternate Justice shall attend all Judicial Board meetings.
  - b. The Alternate Justice must attend at least one Judicial Board Hearing.
  - c. The Alternate Justice shall replace an Associate Justice in the case of a vacancy or when an Associate Justice cannot attend a hearing.
    - i. The Chief Justice must nominate the Alternate Justice to fill a vacancy and it must be confirmed by a two-thirds ( $\frac{2}{3}$ ) vote in the Senate.

## **Article IX - Central Committees of the Student Association**

### **Section 1: Constitution and Rules Committee**

1. The duties and responsibilities of the Constitution and Rules Committee shall include, but not be limited to:
  - a. Assist senators with proposing legislation.
  - b. Formulate and propose amendments to the Constitution and present to the Senate body to approve.
    - i. Upon approval, these amendments must be presented to the entire student body and shall take effect once the constitutional requirements are met.

- c. Proposed bylaws must be presented to the Senate for approval by a two-thirds (2/3) vote.
- d. Make up the Election Committee with the VPAAG in which participants shall conduct, oversee, document and confirm the results of elections. Those on the Election Committee cannot be running for re-election as part of the election they oversee.
- e. Vice-Chair of committee will be nominated by the VPAAG and confirmed with majority vote of the committee.
- f. Provide a report for each senate meeting as needed.

## **Section 2: Budget and Finance Committee**

1. The duties and responsibilities of the Budget and Finance Committee shall include the following:
  - a. Conducting an initial review of requests prior to the formulation of the Student Association budget.
  - b. Preparing a budget for review and approval by the Student Association Senate.
  - c. Meet weekly or as needed for review and approval of appropriate fund requests.
  - d. Provide a report for each senate meeting as needed.
2. Special considerations:
  - a. Moneyed Referenda
    - i. Moneyed referenda are advisory and non-binding upon the Student Association and its Budget and Finance Committee.
    - ii. Moneyed referenda shall take place via constitutionally mandated processes.
  - b. Reserve Account
    - i. A constant sum of \$50,000 shall be held in an interest-bearing account, to be made available in the event of a delay in the activity fee collection process.
    - ii. Excess funds not required for current budgeted expenditures may be invested, but such investments shall be limited to those that guarantee the preservation of principal, in accordance with SUNY Board of Trustees Guidelines.
  - c. Dues
    - i. Organizations funded by the Student Association may not charge dues to their members, nor require them to pay dues to affiliated organizations.

- ii. Voluntary donations to the organization are acceptable.
- 3. The Budgetary Process
  - a. Fiscal Calendar
    - i. The Student Association Budget shall run yearly from July to June of the following year.
    - ii. The Budget and Finance Committee will prepare a budget for Senate review no later than the third (3rd) week in April.
  - b. Structure
    - i. The structure of the budget shall be as follows: The total sum of the budget shall be allocated into these three areas:
      - 1. Level One: Operations
      - 2. Level Two: Services Board
        - a. The Services Board shall include S.A services as determined by the Executive Board.
      - 3. Level Three: Council Board
        - a. The Budget shall be approved by the Senate and then sent to the President of the college for review and approval.
        - b. Unappropriated monies within the budget shall be under the purview of the Senate. Motions to spend such monies may be referred to other bodies for recommendations.

### **Section 3: Programming Board**

- 1. The duties and responsibilities of the Programming Board shall include the following:
  - a. Meet weekly or as needed to approve or disapprove program proposals made by clubs recognized by Student Association.
  - b. The Programming Board shall be chaired by the Vice President of Programming or their designee.
- 2. The requirements for a program are the following:
  - a. The definition of a program is an event organized or coordinated by an organization recognized by Student Association.
  - b. All programs that use money from the student activity fee must be open to all students that pay said fee.
  - c. All funded programs must be held on campus to ensure inclusivity to the student body.

- d. All paperwork must be completed and correct before its review.
  - i. If the paper is not completed and corrected before review it is subject to immediate denial and asked to be resubmitted.
- 3. The submission process for a program is the following:
  - a. A program that is less than five hundred dollars (\$500.00) must be submitted ten (10) business days prior to the date of the event.
  - b. A program that is between five under and one dollars (\$501.00) and two thousand nine hundred and ninety -nine dollars (\$2,999.99) must be submitted fifteen (15) business days prior to the date of the event.
  - c. A program that exceeds three thousand dollars (\$3, 000.00) must be submitted twenty (20) business days prior to the date of the event.
  - d. If paperwork is not submitted within the time frame it can be immediately denied without review.

#### **Section 4: Student Concerns**

- 1. The duties and responsibilities of the Student Concerns committee shall include the following:
  - a. To build outreach tactics in order to better inform students on the work of Student Association and to reach out to students and their concerns about campus life.
  - b. To hold programs on campus that aim to gather comments from students about their concerns regarding campus life and to promote Student Association's presence on campus.
  - c. The committee is to meet weekly to discuss concerns and possible program ideas.
  - d. Is chaired by the Senate Chair.

#### **Section 5: Transportation**

- 1. The duties and responsibilities of the Transportation Committee shall include the following:
  - a. To hear students about the current modes of transportation available on campus and in the New Paltz town.
  - b. To administer surveys and other forms of outreach to get students comments about issues regarding transportation.
  - c. To discuss ideas about improving transportation on and off campus.
  - d. The modes of transportation to be under the purview of the transportation committee are not limited to but include:

- i. The Loop that is owned by UCAT.
- ii. Modes of transportation like bicycles, skateboards, and other human operated modes.
- e. Is to be chaired by the Executive Vice President.

### **Section 6: Student Association Productions**

1. The duties and responsibilities of Student Association Productions shall include the following:
  - a. To act as a programming arm of the Student Association.
  - b. Host at least one large event for the student body per year.
  - c. Members are expected to:
    1. Plan, organize and staff events held by Student Association Productions
    2. Chair or act as a member of the subcommittees of Student Association Productions.
    3. The specific subcommittees are created by the committee in accordance with their current needs, potentially including:
      - a. Logistics
      - b. Marketing
      - c. Hospitality
  - d. Provide a report for each senate meeting as needed.

### **Section 7: Alumni Affairs Committee**

1. The duties and responsibilities of the Alumni Affairs committee shall include, but not be limited to the following:
  - a. Formulate workshops with students and alumni
  - b. Invite Alumni guest speakers sought out by organizations for specific programs
  - c. Provide a report for each senate meeting as needed
  - d. Chair will be nominated by the Executive Vice President and confirmed by 2/3 majority vote by the Senate.

### **Section 8: The Social Justice Coalition**

1. The duties and responsibilities of the Social Justice Coalition shall include the following:
  - a. Serve as a liaison between the Senate and social, cultural, and advocacy organizations.

- b. Will plan and organize programs and initiatives on campus that promote social awareness of underrepresented groups.
  - c. Provide a report for each senate meeting as needed.
- 2. The one (1) senator serving as the Chair of the Social Justice Coalition will be nominated by the Council of Organizations Chair and confirmed by 2/3 (two - thirds) majority vote by the Senate.
- 3. The duties and responsibilities of the Chair of the Social Justice Coalition shall include, but not be limited to, the following:
  - a. Organize and manage the weekly meetings.
  - b. Schedule monthly meetings with the Title IX Coordinator.

### **Section 9: University Police Department Committee**

1. The responsibilities of the University Police Department (UPD) Committee is to establish a relationship between the UPD officers and the student body.
2. To hold events where students can meet UPD officers and socialize.
3. Has the authority to hold a “Know Your Rights” event where student learn their rights when facing legal trouble.
4. The Executive Vice President is to chair the UPD Committee.

### **Section 10: Justice and Wellness Committee**

1. The duties and responsibilities of the Wellness Committee shall include the following:
  - a. Restock the menstrual product bins and maintain the organizational bins and signage pertaining to the Menstrual Product Initiative in the Student Union Building
  - b. Develop and maintain a collaborative relationship with the Center for Student Engagement, facilities, custodial, and the Department of Residence Life, to work towards the project’s sustainability and expansion.
  - c. Develop educational programs and content for the campus community on issues of D.E.I.J.A.B. in healthcare, and wellness.
  - d. Develop and maintain collaborative relationships with campus partners who specialize in student Health and Wellness (the Health Center, Psychological Counseling Center, OASIS/HAVEN, Holistic Hawks, Active Minds, and whomever else the committee sees fit)
2. Committee Make-Up and Appointment Process
  - a. The Justice and Wellness Committee is to be chaired by the Student Association Senate Chair
  - b. The Justice and Wellness Committee is to be composed of senators, at least one member of the SUNY New Paltz Take Back the Night club, and at least one Student Union Manager

- c. Students must be nominated by the Student Association Senate Chair and confirmed by a majority vote from the Student Senate.

## **Article X - Open Meetings**

1. The Executive Board, Student Senate, Council of Organizations, Judicial Board, the Budget and Finance Committee, the Programming Board, as well as all Committees of the aforementioned bodies shall be herein referred to as Governing Bodies. Outside individuals approved by governing bodies.
2. All meetings of Governing Bodies in which substantive decisions are made must take place on the Campus of the State University of New York at New Paltz.
3. Emergency Meetings: In the event that a Governing Body must meet to make a substantive decision without being able to give twenty -four (24) hours prior notice to the student body, the Student Senate must approve the minutes of this meeting by a two-thirds (2/3rds) vote or all substantive decisions that were made become null and void.
4. Executive Session:
  - a. Executive Session is when all outside bodies (determined by the discretion of the Governing Body in question) must remove themselves from that meeting of said Governing Body and may be called for by a majority vote of a Governing Body.

## **Article XI - General Elections**

### **Section 1: General Elections of Officials**

1. The General Election of officials shall occur in the following manner:
  - a. All positions on the Executive Board shall be elected at large.
  - b. All Senators shall be elected during the same election.

### **Section 2: Requirements**

1. All elected officials must be in good academic and judicial standing throughout the duration of their term in office or be subject to forfeiture of their position.

### **Section 3: Timetable**

1. The timetable for elections shall be as follows:
  - a. Election of the Executive board shall take place in the Spring semester.
  - b. Elections for 29 seats (excluding freshmen) of the Student Senate shall

occur in the Spring semester for full-year seats, with the Executive Board elections.

- c. Elections for Freshmen senators and remaining seats shall occur during the Fall semester for full-year seats.

## **Article XII- Election, Candidate and Campaign Guidelines**

### **Section 1: Candidacy Requirements**

1. All candidates must fill out a Student Association candidacy form online on Engage.
  - a. All candidates will be reviewed and confirmed by the Vice President of Academic Affairs and Governance and the Student Association Advisor.
  - b. Candidates must be in good academic and judicial standing.
  - c. Candidates must not partake in the planning or coordination of the Student Association elections.

### **Section 2: Election Guidelines**

1. To ensure fair and equal Student Association elections, the following actions are prohibited:
  - a. Slandering which is defined as comments or criticisms on personal matters not made public by the damaged party, non-issue or platform-based remarks.
  - b. Vandalizing (writing, drawing, or removal of flyers.)
    - i. No person shall take, steal, burn, destroy or damage any property, be it personal or otherwise, on the College campus or other property under college control or belonging to another member of the College community. In addition, no person shall in any manner whatsoever deface any property under the ownership or control of the College.
  - c. Intimidating Voters
    - i. Voters must not feel pressured or coerced into supporting a candidate.
    - ii. If a voter feels pressured, they can notify the VPAAG who may retract the candidate's candidacy.
  - d. Candidates must take down all campaign material after the elections.

### **Section 3: Special Case Scenarios**

1. In the event that any general election results in a tie, the candidates shall present themselves before Senate, and the Senate shall vote and approve a candidate based on the candidates' presentations.
2. In the event that a senator resigns within the first six legislative sessions of his or her term, the candidate with the next highest vote count originating in the same general election as the resigning senator, shall take the seat of the resigned senator until the following general election.
3. If a vacancy opens during the semester, it is up to the discretion of the Senate Chair to hold elections to fill such vacancies.
  - a. The student must be nominated by the Senate Chair and be confirmed by a majority vote from the Senate.

### **Article XIII - Amending the Constitution**

1. Amendments to the Constitution proposed for ratification by a vote of the activity-fee paying student body may be placed on a special election ballot by either of the following methods:
  - a. A petition signed by ten percent (10%) of the total student body may be submitted to the Student Association Vice -President for Academic Affairs and Governance.
  - b. Any member of the Senate may submit an amendment to the Constitution for review by the Senate. It shall require a two -thirds (2/3) majority of those members present in order to be placed in a constitutional election.
2. Legislation may be passed pending amendments to the constitution in the event that the legislation requires the constitutional amendment to be enacted.
3. All constitutional amendments shall be placed before the student body by the following General Elections. It must be within receipt of the Student Association Vice-President for Academic Affairs and Governance one week before said elections.
4. For any proposed constitutional amendment to be ratified, ten percent (10%) of the activity -fee paying students must cast ballots on the constitutional proposition. Of the ballots cast, a simple majority will ratify the proposed amendment to the Constitution.

### **Article XIV - Altering the Activity Fee**

1. In order to alter the student activity fee, the entire student body must have the opportunity to vote in favor or against the proposed changes.
2. The majority vote of the students will be held binding on the Student Association.

3. The Student Association will honor the reasons for which the students changed the activity fee.
4. The vote on changing the student activity fee will take place every two years.

### **Article XV – Referenda**

1. In order for a referenda to be placed before the student body for a vote, a petition with the signatories from ten percent (10%) of the total student body or 500 students, must be submitted to the Student Association Vice -President for Student and Academic Affairs.
2. The election for a referendum must be held within twenty -one (21) days of receipt by the Student Association Vice-President of Academic Affairs and Governance of the petition calling for the referenda while classes are in session.
3. Referenda may only reallocate funds, which were previously allocated by referenda.
4. To be held binding by the Student Association, 10% of the student population, or 500 students, must cast a vote on the referendum, and a majority of the votes cast shall bind the Student Association.
5. No referenda can be run that can have the effect of allocating funds for more than two (2) years.
6. Failed referendums cannot be duplicated the same academic year.

### **Article XVI – Ratifications**

1. Five hundred (500) activity-fee paying students must vote in the constitution all election for this constitutional election to be valid.
2. This Constitution shall be ratified by a simple majority of the votes cast.