

**CONSTITUTION OF THE
SUNY ORANGE
NEWBURGH STUDENT SENATE (NSS)**

PREAMBLE: We, the students of SUNY Orange Newburgh Campus, do hereby dedicate ourselves to the principles and responsibilities set forth in this constitution. As representatives of the student body, we pledge to listen and adhere to the voices of our fellow students.

ARTICLE I: NAME AND PURPOSE OF THIS ORGANIZATION

§ 1 **The name of this organization shall be** the SUNY Orange Newburgh Student Senate (hereafter referred to as, NSS). The overall purpose of the NSS is to establish fair governance, promote student success, and maintain/enhance student morale.

ARTICLE II: REQUIREMENTS FOR MEMBERSHIP AND MEANS OF SELECTION (OR REMOVAL) OF MEMBERS

§ 1 **Membership into this organization** is open to any currently enrolled credit student of SUNY Orange who has paid a student activity fee. The NSS does not discriminate on the basis of race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, sexual orientation, or disability.

§ 2 **Any member may be suspended or expelled** from this organization for violation of the Student Code of Conduct and/or not abiding by the duties and responsibilities set forth in this constitution. The alleged offense must be in writing and submitted to President of this organization by any member. If the President is the member in question, the allegation must be submitted to the Vice-President. After the alleged offense has been submitted, the accused member shall have the right to a hearing before the organization at a regular meeting and may be suspended or expelled only upon the affirmative majority vote of the voting members present. The accused member has the right to appeal an adverse decision at the next scheduled meeting. The accused member may be reinstated by a majority vote.

ARTICLE III: FORM OF GOVERNMENT

§ 1 **The Student Senate shall be composed** of four officers and six senators.

§ 2 **The duties of the NSS shall be to:** provide guidance and leadership to the student body, assist administration in determining student fees, approve budget allocations, develop and recommend judicial regulations,

and to uphold the morals and values stated in the student code of conduct.

§ 3 The Advisor of the NSS shall be the Assistant Director of Student Activities at the Newburgh Campus.

ARTICLE IV: SENATORS

§ 1 All senators, including officers, must:

IV.1.1 Possess, at a minimum, both a cumulative and current GPA of 2.0 per semester in order to maintain his/her senate position.

IV.1.2 Be enrolled in at least 3 (but no more than 19.5) credits during the semester he/she is in office. Exceptions may be approved by this organization's advisor.

IV.1.3 Keep an accurate, up to date record of all senate activity.

IV.1.4 Maintain records of any committees he/she is a member of.

IV.1.5 Designate (at a minimum) one office hour a week to address the questions and concerns of the student body.

§ 2 Senators, including officers, shall be knowledgeable of the Constitution, the By-Laws, and the process of Parliamentary Procedure.

§ 3 Senators are encouraged to take a stand and vote on issues that represent the best interests of the student body.

§ 4 No student, full or part time, may serve as an elected senator for more than four consecutive semesters (excluding summer semesters).

§ 5 In the event of a Senate vacancy, the NSS President may appoint, from the student body, a qualified replacement. No more than two vacancies may be replaced by the President per semester. Subsequent replacements must be nominated and elected by a majority vote of the NSS (outlined in Articles VII and VIII).

ARTICLE V: OFFICERS

§ 1 The elected officers of this organization shall be the President, Vice-President, Treasurer, and Secretary.

§ 2 President of the NSS shall:

V.2.1 Have completed at least 24 credit hours before being appointed.

V.2.2 Preside over all student senate meetings.

V.2.3 Act as an ex-officio (non Voting) member, except in the event of a tie.

- V.2.4 Serve as a voting member to both the SUNY Orange Association and the Executive Committee of Governance.
- V.2.5 Attend the Faculty Assembly once a month.
- V.2.6 Keep an accurate, up to date record of all senate activity.
- V.2.7 Designate (at a minimum) one office hour a week to address the questions and concerns of the student body.

§ 3 Vice President of the NSS shall:

- V.3.1 Have completed at least 12 credit hours before being appointed.
- V.3.2 Preside at all senate meetings, and in the absence of the President, preside over said meetings.
- V.3.3 Perform the duties of the President in his/her absence.
- V.3.4 Serve as the liaison to the Newburgh Board of Activities.
- V.3.5 Supervise the committee assignments of all senators.
- V.3.6 Keep an accurate, up to date record of all senate activity, and monitor the accuracy of the committee records.
- V.3.7 Designate (at a minimum) one office hour a week to address the questions and concerns of the student body.

§ 4 Treasurer of the NSS shall:

- V.4.1 Preside at all student senate meetings.
- V.4.2 Assist Newburgh Campus clubs with their budget requirements.
- V.4.3 Be in charge of the initial review of said budgets.
- V.4.4 Present said budgets to the student senate for final review.
- V.4.5 Submit approved budgets to the Newburgh Student Activities Office and notify the clubs in which said budgets pertains to.
- V.4.6 Serve as the chairperson on the Newburgh Campus Budget Committee.
- V.4.7 Keep an accurate, up to date record of all budget activity.
- V.4.8 Designate (at a minimum) one office hour a week to address the questions and concerns of the student body.

§ 5 Secretary of the NSS shall:

- V.5.1 Preside at all student senate meetings.
- V.5.2 Accurately maintain the minutes of all meetings.
- V.5.3 As requested, submit said minutes to the Assistant Director of Student Activities, President of the College, Vice President of Student Services, and all Newburgh Campus Senators.
- V.5.4 Keep an accurate, up to date record of all senate activity.
- V.5.5 Confirm that Senate Binders are up to date.
- V.5.6 Perform secretarial and administrative duties as needed.
- V.5.7 Designate (at a minimum) one office hour a week to address the questions and concerns of the student body.

ARTICLE VI: MEETINGS

- § 1 **Regular meetings shall be held** once a week, during the fall and spring semesters, while classes are in session.
- § 2 **Special meetings may be called to order** by a majority vote. Said meetings shall not be called to order on a weekend, holiday, or without a twenty-four hour notice.
- § 3 **Business cannot be conducted unless** a quorum of the membership is present. A quorum for this organization is defined as 50% + 1 of the voting membership.
- § 4 **Reports of said meetings shall be** posted, by the NSS Secretary, on Newburgh Campus bulletin boards.
- § 5 **Any member who accumulates** five excused or three unexcused absences from Regular Senate meetings during a single semester shall be subject to immediate dismissal from the NSS.

ARTICLE VII: NOMINATION OF CANDIDATES

- § 1 **A candidate pursuing a senate position** must present a petition signed by twenty-five Newburgh Campus credit students.
- § 2 **A senator pursuing an officer position** must first be nominated by a fellow senator.

ARTICLE VIII: ELECTIONS

- § 1 **Officers are elected once an academic year.** Elections are to be held at the end of each academic year and shall take place at a regularly scheduled meeting of the organization at which a quorum is present. A majority vote will effectively elect the senator(s) running.
- § 2 **At least one week's notice shall be provided** for any meeting at which an election is to be held
- § 3 **Special elections must be held in the event that** an elected officer is unable to fulfill his/her term. Said elections must be held no later than two weeks after the vacancy of the senator's seat.
- § 4 **It is recommended, but not required,** that said elections are conducted by secret ballot.
- § 5 **The advisor, along with the President,** shall supervise all elections.

ARTICLE IX: AMENDMENTS

- § 1** In the event that an amendment is proposed, said amendment must first be addressed, after two weeks' notice, to the NSS. Upon a majority, Senate vote, the proposed amendment shall then be posted on campus bulletin boards for student review. A majority body vote will successfully ratify said amendment.
- § 2** All changes must be submitted to the Assistant Director of Student Activities, President of the College, Vice President of Student Services, and all Newburgh Campus Senators.

ARTICLE X: RULES OF ORDER

- § 1** Any issue not directly covered in this constitution will be resolved by referring to "Robert's Rules of Order."
- § 2** All meetings, regular and special, shall be run by parliamentary procedure.

ARTICLE XI: CONTINUITY

- § 1** The Student Senates of the Newburgh and Middletown Campuses, in order to best serve the Students of Orange County Community College as a whole, shall work together in the following:
- I.I.1** Conduct (at a minimum) one joint meeting, either at alternating campuses or by video conference per semester.
 - I.I.2** Sponsor (at a minimum) one joint campus activity per semester, bringing together student leaders and organizations from both campuses.
 - I.I.3** Maintain open and ongoing communication between both Senates by utilizing the Student Trustee as the liaison.