



**chatham undergraduate  
student government**

**CONSTITUTION**

<b>PREAMBLE</b>	<b>1</b>
<b>ARTICLE I: APPELLATION</b>	<b>1</b>
<b>ARTICLE II: CHARGE</b>	<b>1</b>
<b>ARTICLE III: MEMBERSHIP</b>	<b>1</b>
<b>ARTICLE IV: THE EXECUTIVE BOARD</b>	<b>2</b>
<b>ARTICLE V: THE SENATE</b>	<b>7</b>
<b>ARTICLE VI: COMMITTEES</b>	<b>9</b>
<b>ARTICLE VII: ADVISOR TO THE SENATE</b>	<b>12</b>
<b>ARTICLE VIII: IMPEACHMENT, RESIGNATION, AND APPOINTMENT OF OFFICERS</b>	<b>13</b>
<b>ARTICLE IX: REFERENDUM, INITIATIVE, DISSOLUTION, AND RECALL</b>	<b>14</b>
<b>ARTICLE X: GENERAL PROVISIONS</b>	<b>17</b>
<b>ARTICLE XI: AMENDMENTS</b>	<b>19</b>
<b>ARTICLE XII: CONSTITUTIONAL CONVENTION</b>	<b>19</b>

## **PREAMBLE**

We, the undergraduate student body of Chatham University, to provide an orderly system of scholastic governance; to promote the general welfare and advocate the common interests of the students to the administration and other bodies; to encourage vigilant and enthusiastic civic engagement on and off campus; and to foster cooperative relationships with the Chatham and outside communities, do hereby establish the *Chatham Undergraduate Student Government Constitution* to empower and authorize Chatham Undergraduate Student Government to act on the behalf of the undergraduate student body.

## **ARTICLE I: APPELLATION**

The name of this organization shall be “Chatham Undergraduate Student Government,” which may hereinafter be referred to as “CSG.”

## **ARTICLE II: CHARGE**

**SECTION A:** The purpose of CSG shall be to promote the general welfare and advocate the common interests of the undergraduate student body at Chatham University by

**SUBSECTION 1:** legitimizing and overseeing undergraduate student organizations,

**SUBSECTION 2:** facilitating interactive and co-beneficial relationships between the undergraduate student body and the Chatham and outside communities,

**SUBSECTION 3:** raising and/or allocating funds via the Undergraduate Budget Committee for the undergraduate student body and undergraduate student organizations,

**SUBSECTION 4:** addressing campus-wide, local, state, and national student issues,

**SUBSECTION 5:** participating in the university policy-crafting process and proposing initiatives regulating student conduct in accordance with the Chatham University Honor Code,

**SUBSECTION 6:** representing the majority of the undergraduate student body while protecting the interests of the minority and to stand for all undergraduate students at Chatham University

## **ARTICLE III: MEMBERSHIP**

**SECTION A:** All enrolled full-time undergraduate students, as so defined by the Office of Student Affairs, may file for and campaign for a position of elected office in CSG. A student in

their final semester of a baccalaureate program or equivalent may hold office while enrolled less than full-time provided that they are enrolled in courses necessary for graduation.

**SECTION B:** CSG shall not deny membership to individuals based on ability, age, color, creed, disability, economic class, gender, gender expression, gender identity, income, marital status, nation of origin, nationality, political affiliation, race, religion, sex, sexual orientation, veteran status, etc. All bona fide members shall maintain good academic, attendance, conduct, discipline, and ethics statuses, as so defined by the Office of Student Affairs, while in office.

**SECTION C:** All CSG terms of elected office shall last one (1) year. The term shall be set forth in the *CSG Bylaws*.

## **ARTICLE IV: THE EXECUTIVE BOARD**

**SECTION A:** The Executive Board shall function as the chief executive body of CSG. The Executives shall serve as the official representatives of the undergraduate student body to organizations at the Chatham community, local, state, and national levels.

**SECTION B:** The Executive Board shall be composed of nine (9) Executives, including five (5) Executive Row Officers elected by the undergraduate student body at-large and four (4) Class Presidents elected by and from their respective undergraduate student Classes.

**SECTION C:** The Executive Board and its members

**SUBSECTION 1:** shall abide by and enforce the *CSG Constitution* in its entirety,

**SUBSECTION 2:** shall abide by and enforce the *CSG Bylaws* in its entirety,

**SUBSECTION 3:** shall abide by and enforce the *CSG Executive Code* in its entirety and shall have the authority to revise the code as necessary,

**SUBSECTION 4:** shall take all necessary measures to ensure the faithful and swift execution of Senate actions,

**SUBSECTION 5:** may call the Senate into auxiliary sessions in times of urgency,

**SUBSECTION 6:** may propose legislation to the Senate,

**SUBSECTION 7:** may issue executive directives to campus administrators, departments, and offices on behalf of CSG,

**SUBSECTION 8:** may form, with the advice and consent of the Senate, Executive Board substructures for administrative, advisory, delegatory, exploratory, investigative, and other purposes as set forth in the *CSG Bylaws* and the *CSG Executive Code*, and

**SUBSECTION 9:** shall maintain a GPA of no less than 2.8

**SECTION D:** The Executive President, as instructed by the *CSG Bylaws* and the *CSG Executive Code*,

**SUBSECTION 1:** shall serve as head of CSG,

**SUBSECTION 2:** shall serve as primary advocate and spokesperson of the undergraduate student body,

**SUBSECTION 3:** shall serve as chair of the Executive Board and shall serve as chief executive to any and all substructures thereof,

**SUBSECTION 4:** shall nominate undergraduate students, subject to a majority approval of the Senate, to vacant Row Officer and Class President positions, Executive Board substructure positions, and university-wide committees, task forces, etc.,

**SUBSECTION 5:** shall have the authority to sign or veto Senate binding legislation, subject to override,

**SUBSECTION 6:** shall attend and participate in regular Senate sessions as an ex-officio member,

**SUBSECTION 7:** may attend and participate in any and all open Senate committees as an ex-officio member,

**SUBSECTION 8:** shall nominate a member of the Senate, subject to a majority approval of the Senate, to serve as presiding officer in the absence of the Executive Vice President,

**SUBSECTION 9:** shall nominate a member of the Senate, subject to a majority approval of the Senate, to serve as secretary in the absence of the Executive Vice President of Communications,

**SUBSECTION 10:** must attend and participate in at least one (1) meeting of each class and committee meeting a semester,

**SUBSECTION 11:** shall hold no less than five (5) office hours every week, and

**SUBSECTION 12:** shall hold no less than one (1) meeting every month with the President of the University,

**SECTION E:** The Executive Vice President, as instructed by the *CSG Bylaws* and the *CSG Executive Code*,

**SUBSECTION 1:** shall serve as chair of the Student Organization Forum and shall appoint all general Committee members Thereto,

**SUBSECTION 2:** shall serve as acting Executive President if and when the Executive President is ever rendered incapable of fulfilling their duties and/or when deemed necessary by the Executive Board,

**SUBSECTION 3:** shall assume the Executive Presidency if and when a vacancy in the office ever occurs,

**SUBSECTION 4:** shall facilitate correspondence between CSG and student Organizations,

**SUBSECTION 5:** shall implement, as specified, all Senate legislation relating to student life,

**SUBSECTION 6:** may attend and participate in regular Senate sessions as a non-voting member, and

**SUBSECTION 7:** must attend and participate in at least one (1) meeting of each class and committee meeting a semester, and

**SUBSECTION 8:** shall hold no less than four (4) office hours every week

**SUBSECTION 9:** shall facilitate the preparation of Senate calendars and agendas,

**SUBSECTION 10:** shall serve as presiding officer during all Senate sessions,

**SUBSECTION 11:** shall cast one (1) vote on all pending resolutions, bills, and other actions only in the event of a tie,

**SECTION F:** The Vice President for Student Communications, as instructed by the *CSG Bylaws* and the *CSG Executive Code*,

**SUBSECTION 1:** shall serve as chair the Communications and Engagement Committee and shall appoint all general committee members thereto,

**SUBSECTION 2:** shall serve as publicist of CSG, shall promote CSG through advertisement, and shall coordinate with campus publications to facilitate the presence of a representative to Senate meetings,

**SUBSECTION 3:** shall serve as secretary of the Executive Board and may serve as clerk of the Senate, shall record minutes during Senate meetings and Executive Board meetings, and shall send weekly communications to the Senate including the minutes from the previous week, the agenda for the current week, and any other needed information,

**SUBSECTION 4:** shall serve as chief of community relations, shall organize and facilitate no less than one (1) Town Hall per semester, and shall organize community outreach projects,

**SUBSECTION 5:** shall implement, as specified, all Senate legislation relating to student Communications,

**SUBSECTION 6:** may attend and participate in Senate meetings as a non-voting member, and

**SUBSECTION 7:** shall hold no less than four (4) office hours every week

**SUBSECTION 8:** shall approve excused Senate absences,

**SECTION G:** The Vice President for Student Finances, as instructed by the *CSG Bylaws* and the *CSG Executive Code*,

**SUBSECTION 1:** shall serve as chair of the Undergraduate Budget Committee and shall appoint all general Committee members thereto,

**SUBSECTION 2:** shall serve as auditor of CSG, shall track CSG spending, and shall present records of budgets upon request,

**SUBSECTION 3:** shall serve as treasurer of the Executive Board and may serve as accountant of the Senate, and shall monitor Class Council spending,

**SUBSECTION 4:** shall serve as chief of fundraising and monetary operations outside of given budgets, and shall assist Class Treasurers in all fundraising endeavors,

**SUBSECTION 5:** shall implement, as specified, all Senate legislation relating to student Finances,

**SUBSECTION 6:** may attend and participate in Senate meetings as a non-voting member, and

**SUBSECTION 7:** shall hold no less than four (4) office hours every week

**SECTION H:** The Vice President for Student Diversity and Inclusion, as instructed by the *CSG Bylaws* and the *CSG Executive Code*,

**SUBSECTION 1:** shall serve as chair of the Diversity and Inclusion Committee and shall appoint all general Committees members thereto,

**SUBSECTION 2:** shall review all legislation and, with the advice of the committee, provide recommendations to the Executive Board as to ensure social equity and Inclusivity,

**SUBSECTION 3:** shall implement, as specified, all Senate legislation relating to student diversity and inclusion,

**SUBSECTION 4:** may attend and participate in Senate meetings as a non-voting member,

**SUBSECTION 5:** shall serve as a liason to the Diversity and Inclusion Council, and

**SUBSECTION 6:** shall hold no less than four (4) office hours every week

**SECTION I:** The Class President(s), as instructed by the *CSG Bylaws* and the *CSG Executive Code*,

**SUBSECTION 1:** shall serve as head(s) and chair(s) of their respective Class Council(s)

**SUBSECTION 2:** shall serve as deputy advocate(s) and spokesperson(s) of their respective class,

**SUBSECTION 3:** shall appoint undergraduate students, with the advice and consent of their Class Council, to vacant positions on their respective Class Council(s),

**SUBSECTION 4:** shall implement, as specified, all Senate legislation relating to their respective class,

**SUBSECTION 5:** shall serve in the Senate as (a) voting member(s), subject to additional guidelines set forth in the *CSG Bylaws*, and

**SUBSECTION 6:** shall hold no less than three (3) office hours every week

**SECTION J:** The Executive Board shall meet no less than twelve (12) times each semester.

## ARTICLE V: THE SENATE

**SECTION A:** The Senate shall be composed of at least twenty-four (24) members. Each Class shall be allotted five (5) Senators, elected among and by their respective classmates within the undergraduate student body. These Senators are the Class Officers of their respective classes and hold the titles of Class Vice President, Class Secretary, Class Treasurer, and two (2) Class Representative(s). Additionally, the four (4) Class Presidents shall be granted membership in the Senate and shall be subject to the privileges, duties, and responsibilities thereof. The Senate shall abide by the current edition of Robert's Rules of Order Newly Revised when conducting meetings of the Senate, and three-fifths ( $\frac{3}{5}$ ) of the voting members shall constitute quorum.

**SECTION B:** The Senate and all of its members

**SUBSECTION 1:** shall hold no less than ten (10) legislative business meetings each semester,

**SUBSECTION 2:** shall serve on and attend all meetings of the Senate and may have no more than one (1) unexcused absence each semester and two (2) excused absences,

**SUBSECTION 3<sup>1</sup>:** to be excused, members must inform the Vice President of Communications if they shall be late or absent by 5 pm the day prior of an upcoming Senate meeting,

**SUBSECTION 4\*:** shall serve on and attend all meetings of no less than one (1) Senate Committee and may have no more than one (1) unexcused absence each semester,

**SUBSECTION 5\*:** if a member is tardy in excess of five (5) or more minutes twice, this will be recorded as an absence if not excused,

**SUBSECTION 6\*:** shall author and/or co-author resolutions and/or bills,

**SUBSECTION 7\*:** shall internally elect Senate Officers, including a Parliamentarian, Committee Chairpersons, etc. after the First-Year elections,

**SUBSECTION 8\*:** shall adopt and follow internal rules of governance, methods of order, and formal conduct,

**SUBSECTION 9\*:** shall cast one (1) vote on all pending resolutions, bills, and other actions,

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<sup>1</sup> Editor's Note: Presented to the student body as Subsection 4. \*Subsequent subsections numbered differently as well.



**SUBSECTION 10\*:** shall attend no less than six (6) meetings of their class government per semester, and

**SUBSECTION 11\*:** shall hold no less than one (1) office hour every week

**SUBSECTION 12:** shall have the authority to revise the CSG Bylaws

***SECTION C:*** The Vice President of each Class Council

**SUBSECTION 1:** shall serve on the Student Organization Forum

***SECTION D:*** The Secretary of each Class Council

**SUBSECTION 1:** shall serve as a member of the Communications and Engagement Committee

**SUBSECTION 2:** shall take minutes during Class Council meetings, or shall delegate a replacement to take minutes in their absence

***SECTION E:*** The Treasurer of each Class Council

**SUBSECTION 1:** shall serve on the Undergraduate Budget Committee

**SUBSECTION 2:** shall serve as auditor for their Class budget, with the guidance of the Vice President for Student Finances

***SECTION F:*** The Class Representatives of Each Class Council

**SUBSECTION 1:** shall serve on at least one (1) committee, with

**CLAUSE A:** at least one (1) representative from each Class Council shall serve on the Undergraduate Budget Committee

***SECTION G:*** The Parliamentarian

**SUBSECTION 1:** shall be nominated by the Executive President of CSG, and shall be subject to a majority approval of the Senate,

**SUBSECTION 2:** shall give advice to the presiding officer and, when requested, to any other member, Class Council, committee, or other substructure on matters of parliamentary procedure,

**SUBSECTION 3:** shall verify petitions within two (2) weeks of filing,

## **ARTICLE VI: COMMITTEES**

**SECTION A:** Committees shall be composed of internally appointed Senators and community members as approved by Committee Chairs who will be nominated and elected by the Senate, unless otherwise specified.

**SECTION B:** Ad-hoc Committees

**SUBSECTION 1:** shall be formed to discuss and resolve current needs and issues of the student body for up to one academic year or until the committee's duties are fulfilled

**SUBSECTION 2:** shall be approved by the Senate by a simple majority

**SUBSECTION 3:** shall meet as necessary throughout the academic year

**SUBSECTION 4:** shall be chaired by a voting member of the Senate

**SECTION C:** Undergraduate Budget Committee

**SUBSECTION 1:** shall hold fiscal responsibility for the Senate

**SUBSECTION 2:** shall be chaired by the Vice President of Student Finance

**SUBSECTION 3:** shall be composed of all Class Council Treasurers,

**SUBSECTION 4:** shall be composed of no less than one (1) Class Council Representative from each Class Council,

**SUBSECTION 5:** shall be composed of any member of CSG or of the larger student body who wishes to join and who formally applies to join the committee,

**SUBSECTION 6:** shall be governed by the Undergraduate Budget Committee Methods of Order. Amendments to the Methods of Order shall be presented to the Senate and approved by a simple majority

**SUBSECTION 7:** shall present a budget proposal to the Senate for the use of CSG funds

**SECTION D:** Student Organization Forum

**SUBSECTION 1:** shall hold the responsibility to voice student organization ideas and concerns and facilitate programming needs for all recognized Student Organizations

**SUBSECTION 2:** shall be chaired by the Executive Vice President and attended by no less than one (1) representative from each Class Council in addition to the Class Council Vice Presidents,

**SUBSECTION 3:** shall be governed by the Student Organization Forum Methods of Order. Amendments to the Methods of Order shall be presented to the Senate and approved by a simple majority,

**SUBSECTION 4:** shall hold no less than three (3) internal meetings each semester, and

**SUBSECTION 5:** shall hold no less than two (2) informational sessions for student organization leaders per semester

***SECTION E:*** Election Committee

**SUBSECTION 1:** shall govern every annual CSG election, and all CSG student referendums, initiatives, recall elections, special elections and constitutional changes requiring a vote of the student body

**SUBSECTION 2:** shall be chaired by a Senate member in good standing who will not be running in the upcoming election

**SUBSECTION 3:** shall work in conjunction with and under the advisement of the Office of Student Affairs in all matters of operation

**SUBSECTION 4:** be governed by the Election Code. Amendments to the Election Code shall be presented to the Student Senate and approved by a simple majority

***SECTION F:*** Communications and Engagement Committee

**SUBSECTION 1:** shall hold the responsibility to control and maintain the social media accounts of all CSG Class Councils, the Executive Board, and related accounts by drafting and posting approved images, flyers, and messages from the Senate and Executive Board Meetings and shall alert the community of events, meetings, and happenings of CSG

**SUBSECTION 2:** shall be chaired by the Executive Vice President of Communications

**SUBSECTION 3:** shall be composed of the Secretary from each Class Council, in addition to any other CSG member who wishes to join, and any member of the larger student body who wishes to join and who formally applies to join the committee,

**SUBSECTION 4:** shall be governed by the Communications and Engagement Committee Methods of Order. Amendments to the Methods of Order shall be presented to the Senate and approved by a simple majority, and

**SUBSECTION 5:** shall hold no less than three (3) meetings each semester

***SECTION G:*** Diversity and Inclusion Committee

**SUBSECTION 1:** shall hold the responsibility to provide cultural and historical context to any initiative enacted through CSG and provide recommendations to CSG to ensure the fair and equal treatment of all members of the student body of Chatham University

**SUBSECTION 2:** shall be chaired by the Vice President of Student Diversity and Inclusion and one (1) appointed Co-Chair from the student body and composed of members from the Senate and student body

**SUBSECTION 3:** shall be composed of one (1) designated member from each cultural and/or identity-based student organization, as recognized by the Office of Student Engagement, no less than one (1) member from each Class Council, any other member of CSG who wishes to join, and any member of the larger student body who wishes to join and who formally applies to join the committee

**SUBSECTION 4:** shall be governed by the Diversity and Inclusion Committee Methods of Order. Amendments to the Methods of Order shall be presented to the Senate and approved by a simple majority

**SUBSECTION 5:** shall hold no less than three (3) meetings each semester

***SECTION H:*** Food Committee

**SUBSECTION 1:** shall hold the responsibility of advocating on behalf of the student body and coordinating with food and dining services,

**SUBSECTION 2:** shall be Chaired by a voting member of the Senate who shall be appointed by the Senate following the first-year elections,

**SUBSECTION 3:** shall be composed of no less than one (1) member from each Class Council and any other members of the student body wishing to join,

**SUBSECTION 4:** shall hold no less than three (3) meetings each semester

***SECTION I:*** Safety Committee

**SUBSECTION 1:** shall hold the responsibility to provide a liaison between the student body, Public Safety officers, and Facilities staff.

**SUBSECTION 2:** shall be Chaired by a voting member of the Senate who shall be appointed by the Senate following the first-year elections,

**SUBSECTION 3:** shall be composed of no less than one (1) member from each Class Council and any other members of the student body wishing to join,

**SUBSECTION 4:** shall hold no less than three (3) meetings each semester

***SECTION J:*** Academic Advocacy Committee

**SUBSECTION 1:** shall hold the responsibility of advocating on behalf of students' academic rights and serve as a liaison between students, staff, and faculty in effort to promote a strong and safe academic community.

**SUBSECTION 2:** shall be Chaired by a voting member of the Senate who shall be appointed by the Senate following the first-year elections

**SUBSECTION 3:** shall be composed of no less than one (1) member from each Class Council, and any other members of the student body wishing to join

**SUBSECTION 4:** shall hold no less than three (3) meetings each semester

## **ARTICLE VII: ADVISOR TO THE SENATE**

***SECTION A:*** The Senate shall have at least one (1) advisor.

***SECTION B:*** The Advisor(s) must

**SUBSECTION 1:** be a current Chatham University faculty or staff member

**SUBSECTION 2:** be able to attend regularly scheduled Senate and Executive Board meetings

***SECTION C:*** The Vice President for Student Affairs and Dean of Students shall have the first consideration for an advisory role.

***SECTION D:*** Advisor(s) shall be confirmed by a simple majority vote of the Senate.

## **ARTICLE VIII: IMPEACHMENT, RESIGNATION, AND APPOINTMENT OF OFFICERS**

### ***SECTION A:*** Impeachment

**SUBSECTION 1:** Any member of CSG may be impeached on the following grounds:

**CLAUSE A:** Failure to fulfill the duties of their office as defined by this Constitution and Bylaws

**CLAUSE B:** Conviction of the member by a campus judicial body, on items outlined in the Student Code of Conduct and Honor Code

**CLAUSE C:** Violation of the Bylaws, the election code of the CSG, the Student Code of Conduct or Honor Code, or some other official document or a legislative mandate.

**SUBSECTION 2:** An impeachment motion must be sponsored and presented to the Senate by a voting member of the Senate

**CLAUSE A:** The motion must be approved by a simple majority of present Senators.

**CLAUSE B:** In the event the motion passes, a removal hearing shall take place, according to the CSG Bylaws, within two (2) weeks.

**SUBSECTION 3:** An impeachment shall be confirmed by a three-fourths (3/4) majority of voting Senators and shall be taken by secret ballot.

**CLAUSE A:** Judgment shall extend no further than removal from office and/or removal from office and disqualification from serving as a member of CSG in any future capacity.

**SUBSECTION 4:** Any confirmed impeachments shall result in immediate removal of the CSG member from the Senate or Executive Board.

### ***SECTION B:*** Resignation

**SUBSECTION 1:** Any CSG member who wishes to resign for any reason, must write a formal resignation letter no later than twenty-four (24) hours before the next scheduled Senate meeting and submit it to the CSG Advisor(s), Executive President (and their Class President, if applicable).

**SUBSECTION 2:** A resignation does not disqualify a student from running for office in the next academic year or serving by appointment in the next academic year.

***SECTION C:*** Appointment

**SUBSECTION 1:** In the event of an empty seat on a Class Council, the Class President of that class shall appoint a student in good standing with the University to fill the empty seat until the next election.

**CLAUSE A:** Appointments shall be confirmed by their respective Class Council

**CLAUSE B:** An approved appointee shall adhere to the requirements outlined in ARTICLE V and the CSG Bylaws.

**SUBSECTION 2<sup>2</sup>:** In the event of an empty seat on the Executive Board, the Executive President shall appoint a student in good standing with the University and a current member of CSG.

**CLAUSE A:** Appointments shall be confirmed by a simple majority vote of the Senate.

**CLAUSE B:** An approved appointee shall adhere to the requirements outlined in ARTICLE IV, ARTICLE V, and the CSG Bylaws.

## **ARTICLE IX: REFERENDUM, INITIATIVE, DISSOLUTION, AND RECALL**

***SECTION A:*** Referendum

**SUBSECTION 1:** In accordance with ARTICLE XI, upon passage of a constitutional amendment in the Senate, such amendment shall be referred to the student body in the form of a referendum.

**SUBSECTION 2:** The Senate may also, from time to time and by majority vote, refer questions of either a binding legislative mandate or a non-binding question of opinion, to the Chatham University student body.

**CLAUSE A:** All referenda shall contain a title, type of referendum, and the full text of the referendum.

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<sup>2</sup> Editor's Note: Presented to the student body as Subsection 4.

**CLAUSE B:** No referendum may contain questions of multiple variety, nor shall any referendum refer multiple questions to the student body.

**CLAUSE C:** Any measure passed by referendum shall not be subject to a veto by the Executive President, nor may the Senate repeal such measure until at least one (1) calendar year after passage.

**SUBSECTION 3:** Upon approval by the Senate, the Elections Committee, with assistance from the Office of Student Affairs, shall present such referendum to the student body at the next annual CSG election, provided a minimum of two (2) full school weeks notice is given.

**CLAUSE A:** Any referendum, excluding those proposing an amendment to the CSG Constitution or Bylaws, may be approved by a simple majority of the voting student body.

***SECTION B:*** Initiative

**SUBSECTION 1:** In accordance with ARTICLE XI, the undergraduate student body of Chatham University reserves the right to initiate a petition to propose an amendment to the CSG Constitution or Bylaws.

**SUBSECTION 2:** The undergraduate student body of Chatham University also reserves the sole right to dissolve CSG.

**CLAUSE A:** A petition for dissolution must be signed by at least thirty (30) percent of the enrolled undergraduate student body at Chatham University and shall be filed with the Parliamentarian of the Student Senate, the Executive President of CSG, the Executive Vice President, and the Dean of Students.

**CLAUSE B:** A petition for dissolution must contain the lead sponsor(s) and student signatures in support of the initiative.

**CLAUSE C:** The Parliamentarian shall verify petitions within two (2) weeks of filing.

**CLAUSE D:** Should a majority of those voting approve the initiative, the current members of CSG shall retain their positions and powers granted by this Constitution until a new constitution is drafted and approved by a majority of enrolled students. Upon ratification of a new constitution, all CSG members shall be immediately removed from their positions.



**CLAUSE E:** The person(s) who present the petition for dissolution is/are responsible for presenting the Senate with a draft of a new Constitution, and such Constitution shall be ratified by the student body.

**CLAUSE F:** The new form of government must be in place by the end of the term in which the Senate has been dissolved.

**SUBSECTION 3:** The undergraduate student body of Chatham University also reserves the right to initiate a petition to enact legislation or call for a non-binding question of opinion. The undergraduate student body may also, by petition, reject any measure, act, or motion passed by the Senate.

**CLAUSE A:** Any petition presented by the student body, excluding those proposing an amendment to the CSG Constitution or Bylaws or calling for the dissolution of CSG, must be signed by at least ten (10) percent of the enrolled undergraduate student body at Chatham University.

**CLAUSE B:** All petitions shall be filed with the Parliamentarian of the Student Senate, the Executive President of CSG, the Executive Vice President, and the Dean of Students.

**CLAUSE C:** All petitions filed must contain the lead sponsor(s), the title of the initiative, the type of petition filed, the full text of the initiative, and student signatures in support of the initiative.

**CLAUSE D:** No petition may contain questions of multiple variety, nor shall any petition refer multiple questions to the student body.

**CLAUSE E:** The Parliamentarian shall verify petitions within two (2) weeks of filing.

**CLAUSE F:** Any measure passed through initiative shall not be subject to a veto by the Executive President, nor may the Senate repeal such measure until at least one (1) calendar year after passage.

**SUBSECTION 4:** Upon filing and verification by the Parliamentarian, the Elections Committee, with assistance from the Office of Student Affairs, shall present such initiative to the student body at the next annual CSG election, provided a minimum of two (2) full school weeks notice is given.

**CLAUSE A:** Any initiative, excluding those proposing an amendment to the CSG Constitution or Bylaws, may be approved by a simple majority of the voting student body.

**SECTION C:** Recall

**SUBSECTION 1:** The undergraduate student body of Chatham University reserves the power to recall any member of the Senate or Executive Board.

**CLAUSE A:** For Executive Board members, excluding Class Presidents, a recall petition shall be presented by the student body and must be signed by at least ten (10) percent of the student body.

**CLAUSE B:** For Senators, including Class Presidents, a recall petition shall be presented by the Senator's class year and must be signed by at least ten (10) percent of the class.

**CLAUSE C:** No recall petition may be for multiple Senators and/or Executive Board members.

**CLAUSE D:** All recall petitions filed must contain the lead sponsor(s), the member wishing to be recalled, and student signatures in support of the recall

**CLAUSE E:** The Parliamentarian shall verify petitions within two (2) weeks of filing.

**CLAUSE F:** No Senator and/or Executive Board member may be the subject of multiple recall petitions in a given year.

**SUBSECTION 2:** Upon filing and verification by the Parliamentarian, the Elections Committee, with assistance from the Office of Student Affairs, shall present such recall to the student body/class, provided a minimum of two (2) full school weeks notice is given and the vote is held within one (1) month of filing.

**CLAUSE A:** Any recall may be approved by a simple majority of the voting student body/class.

**CLAUSE B:** Upon approval, the position shall be vacant and shall be filled in the manner prescribed by this Constitution.

**SUBSECTION 3:** Removal by recall does not disqualify a student from running for office in the next academic year or serving by appointment in the next academic year.

## **ARTICLE X: GENERAL PROVISIONS**

**SECTION A:** CSG and all its members shall comply with all University rules and regulations. Failure to do so will result in dismissal or removal from the Senate and/or Executive Board.

**SECTION B:** No part of this Constitution shall be interpreted to mean adherence to it will relinquish one from any civil or criminal liability or disciplinary action by Chatham University. The provisions of this Constitution are intended to provide an orderly method of government representation of all undergraduate students at Chatham University. Failure to abide by any act or course of conduct is not to be interpreted as a license to act in a manner contrary to the laws of the United States of America, laws of the Commonwealth of Pennsylvania, or the Student Honor Code of Chatham University.

**SECTION C:** All CSG financial accounts shall be kept up to date and open for inspection by any member of CSG or the undergraduate student body, on request.

**SUBSECTION 1:** No allocations shall be allowed that would result in a deficit in any CSG account.

**SECTION D:** Each official of the Student Senate and Executive Board, before entering the execution of their office, shall take the Student Senate Oath of Office.

**SUBSECTION 1:** The Oath of Office shall read, "I do solemnly swear (or affirm) that I will faithfully execute the responsibilities of Student Senator (or Executive Board Member), of the Chatham Student Government, and will, to the best of my ability uphold the Constitution of this organization."

**SECTION E:** Two elected offices shall not be held simultaneously by the same person, nor shall two persons simultaneously hold the same elected office.

**SUBSECTION 1:** Internally elected positions are not considered a secondary elected office

**SECTION F:** The Student Senate and Executive Board may not make any endorsements or campaign for any candidate on behalf of CSG in any elections at the local, state, federal, or university level.

**SECTION G:** This Constitution supersedes all previous constitutions of the Student Senate and Executive Board, and its ratification nullifies all pending amendments to the current Constitution.

**SUBSECTION 1:** This constitution shall take immediate effect upon being ratified by a majority of ballots cast in an election by the members of the undergraduate student body.

**SECTION H:** All officials elected under the requirements of the previous Constitution shall remain in their corresponding offices if they do exist and shall exercise their corresponding duties and responsibilities as set forth in this Constitution until their terms of office have expired. Any new or open offices shall be filled at the earliest possible time.

## **ARTICLE XI: AMENDMENTS**

**SECTION A:** Any amendment to this Constitution proposed within the Senate must be passed by a two-thirds (2/3) majority of the Student Senate.

**SUBSECTION 1:** Upon affirmation within the Senate, the amendment shall be presented to the student body at the next annual CSG election and may be approved by a vote of two-thirds (2/3) of the voting student body provided a minimum of two (2) full school weeks notice is given to the electorate.

**SECTION B:** Any amendment to this Constitution proposed by petition must be signed by thirty percent (30%) of the enrolled undergraduate student body at Chatham University.

**SUBSECTION 1:** Upon verification of the petition by the Parliamentarian, such amendment shall be presented to the student body at the next annual CSG election and may be approved by a vote of two-thirds (2/3) of the voting student body, provided a minimum of two (2) full school weeks notice is given to the electorate.

**SECTION C:** In order to be implemented, this Constitution must be ratified by a vote of two-thirds (2/3) of quorum at the Student Senate meeting in which it is presented.

**SUBSECTION 1:** Upon affirmation within the Senate, the Constitution shall be presented to the student body and shall be ratified by a vote of two-thirds (2/3) of the voting student body provided a minimum of two (2) full school weeks notice is given to the electorate.

**SUBSECTION 2:** Upon taking effect, this Constitution shall be considered binding and shall guide all CSG activities.

## **ARTICLE XII: CONSTITUTIONAL CONVENTION**

**SECTION A:** The Student Senate may convene a one-time Constitutional Convention, notwithstanding any contrary provisions in Articles IX and XI, for the 2024-2025 Academic Year, through enacting legislation.

**SUBSECTION 1:** A Constitutional Convention may only be called by a 3/4ths vote of the Student Senate.

**SUBSECTION 2:** The Constitutional Convention shall convene within thirty (30) days of adoption and shall aim to complete its draft constitution within six (6) months.

**SECTION B:** The purpose of the Constitutional Convention shall be to deliberate on and draft a new constitution for the Chatham Undergraduate Student Government.

**SECTION C:** The Constitutional Convention shall consist of nine (9) voting members.

**SUBSECTION 1:** The Executive Vice President, the Vice President for Student Diversity and Inclusion, and one other Executive Board member, elected internally, shall represent the Executive Board.

**SUBSECTION 2:** The Parliamentarian and two other Senators, elected internally, shall represent the Student Senate.

**SUBSECTION 3:** Three additional members shall be selected from among the student body in a method determined in the enacting legislation.

**SECTION D:** The Constitutional Convention shall elect a Chairperson, a Vice-Chairperson, and a Secretary from among its members to facilitate proceedings and maintain records, and the Constitutional Convention shall operate under the latest edition of *Robert's Rules of Order Newly Revised*.

**SECTION E:** The Constitutional Convention shall have the authority to review and draft a new constitution, which shall be subject to ratification by the student body, as provided for in Section H of this Article.

**SECTION F:** The Constitutional Convention shall conduct open hearings, solicit feedback from the student body, and collaborate with relevant stakeholders to ensure broad participation and representation in the drafting process.

**SECTION G:** All meetings and proceedings of the Constitutional Convention shall be open to other members of CSG and the student body, except for discussions pertaining to confidential or sensitive matters, and the Convention shall provide regular updates and progress reports to CSG and the student body through public forums, online platforms, and other accessible means.

**SECTION H:** Upon approval of a majority of the Constitutional Convention, the draft constitution shall be presented to the student body for ratification.

**SUBSECTION 1:** The constitution shall be ratified by a majority of the voting student body, provided a minimum of two (2) full school weeks notice is given.

**SUBSECTION 2:** Upon ratification, the new constitution shall supersede all previous governing documents of the Chatham Undergraduate Student Government.

***SECTION I:*** The Chatham Undergraduate Student Government shall undertake all necessary measures to ensure a smooth transition to the new constitution, including the establishment of interim procedures and guidelines as needed, and all officials elected under the requirements of the previous Constitution shall remain in their corresponding offices if they do exist and shall exercise their corresponding duties and responsibilities as set forth in the new Constitution until their terms of office have expired; and any new or open offices shall be filled at the earliest possible time.