

STUDENT ENGAGEMENT

Alcorn State University seeks to provide wholesome, cultural, and entertainment activities for its students. Therefore, extracurricular participation is encouraged as part of the overall process. Extracurricular activities at Alcorn State University include events such as movies, dances (including live entertainment), lyceum attractions, and other appropriate activities. The student body takes part in the selection of the many campus attractions and events. The Student Engagement Program is designed to complement the academic program of studies and enhance the overall educational experience of students through development of exposure to and participation in social, cultural, intellectual, recreational, and governance programs. Students collaborate with faculty and staff to develop and implement programs involving the campus community and society.

A. STUDENT ORGANIZATIONS

The Student Engagement program is designed to complement the academic program of studies and to enhance the overall educational experience of students through development, exposure to, and participation in social, cultural, intellectual, recreational, and governance programs.

B. RECOGNITION OF NEW ORGANIZATIONS

Groups of students with common interests who wish to request recognition as a student organization may draw up a constitution stating the purpose and other matters of organizations for the proposed group. The proposed constitution signed by the interested students and accompanied by a letter from a member of the faculty/staff who is willing to serve as the group's faculty advisor, must be submitted to the Student Engagement Office. The new organization must receive final approval from the Director of Student Engagement.

Procedures to Become an Approved Organization

1. An application for student organizations must be picked up from the Office of Student Engagement at the beginning of the school year.
2. Each student (minimum of 5 students to become an approved organization) must have a cumulative grade point average of 2.75 to be considered for membership into an approved organization and to become a member of said organization.
3. The application, a constitution, and the name of the advisor must then be submitted within twenty-five (25) days after the beginning of the fall term.
4. The Director of Student Engagement will make a recommendation to the Vice President for Student Affairs for approval or disapproval of the request.
5. Religious Organizations must be approved through the university's Rector who will make a recommendation to the Director of Student Engagement for approval or disapproval of the request.
6. The proposed organization will subsequently be notified by the Director of Student Engagement / Rector (of religious based organization) of the decision made with respect to its status.

Approved Clubs and Organizations

The co-curricular departmental clubs, social organizations, religious organizations, athletic and nonathletic recreational activities currently active at the university are as:

- 1. CLASS ORGANIZATIONS:** Freshman, Sophomore, Junior, and Senior Class
- 2. DEPARTMENTAL ORGANIZATIONS:** Alpha Kappa Psi Professional Business Fraternity, Alpha Chi Sigma, Biology Club, Braves Battalion Army ROTC, ASU Criminal Justice Club, ASU SNMA & MAPS of Pre-Professional Programs, Chemistry (Khem) Club, National Society of Pershing Rifles, Pre-Medicine Club, Math and Computer Science Club, Minorities in AG Natural Resources Related Sciences, ASU Social Science Society, and ASU Sociology/Social Work Club
- 3. GREEK-LETTER ORGANIZATIONS:** The Pan-Hellenic Council, Alpha Phi Alpha, Kappa Alpha Psi, Omega Psi Phi, and Phi Beta Sigma Fraternities Incorporated; Alpha Kappa Alpha, Delta Sigma Theta, Zeta Phi Beta, and Sigma Gamma Rho Sororities Incorporated
- 4. HONOR SOCIETIES:** Alpha Kappa Mu, Beta Kappa Chi (Science), Beta Beta Beta, Delta Mu Delta (Business), Pi Gamma Mu (Social Science), Tau Beta Sigma (Music), and Phi Gamma Mu, National Society of Student Leadership & Success
- 5. PUBLICATIONS:** The *Alcornite* (Student Yearbook), and The *Campus Chronicle* (Student News Paper)
- 6. STUDENT CHRISTIAN ORGANIZATIONS:** Gospel Choir, ASU Wesley Foundation, ASU Gospel Choir, Interfaith Gospel Choir, Choir Psi Phi, Throne Room Ministries, and Next Level Youth Ministry
- 7. SPECIAL INTEREST ORGANIZATIONS:** ASU Cheerleaders, ASU Student Ambassadors, ASU College Democrats, Residence Hall Association, Students Involved in Prevention, PEER Educators, Students in Free Enterprise, Q.U.E.E.N. Inc., LSMAMP, Omega Tau Pi Sorority, Inc., Upsilon Phi Upsilon, and Upward Bound

C. SCHEDULING

All persons or attractions sponsored on campus must be approved and registered with the Office of Student Engagement. In each instance, an Activity & Building Clearance Form must be submitted for approval. In cases where a speaker is invited, the sponsoring organization or person must complete the Speaker Clearance Section of the form.

D. SPEAKER CLEARANCE PROCEDURES

Uniform regulations for *off-campus* speakers invited by organized student and faculty groups are applicable to all Institutions of Higher Learning within the State of Mississippi. The steps involved in this process are as follow:

- 1.** The request to invite an outside speaker must be made by an organized student, faculty or staff group that is officially approved by the university.
- 2.** No invitation shall be issued to an outside speaker without prior written concurrence by the Vice President for Student Affairs (who acts as the President's designee).
- 3.** Any speaker request shall be made in writing by an officer of the student, faculty or staff organization not later than ten (10) calendar days prior to the date of the proposed engagement.
 - a.** This request must contain the following

1. Name of the sponsoring organization
 2. Proposed date
 3. Time and location of meeting,
 4. Expected size of the audience, and
 5. Topic of the speech and/or the theme for the program
- b.** Organizations sponsoring events with one hundred (100) or more participants must provide security for the duration of the event.
- 4.** A request made by a recognized organization may be denied only if the Office of Student Engagement determines, after proper inquiry, that the proposed speech will constitute a clear and present danger to the institution's orderly operation by the speaker's advocacy of such actions as:
- a.** The violent overthrow of the government of the United States, the State of Mississippi, or any political subdivision thereof; or
 - b.** The willful damage or destruction, or seizure and subversion, of the institution's building or property; or
 - c.** The forcible disruptions or impairment of, or interference with, the institution's regular classes or other educational programs.
 - d.** The physical harm, coercion, intimidation, or other invasion of lawful rights of the institution's officials, faculty and staff members/students; or other campus disorders of a violent nature.
- 5.** Where the request for an outside speaker is denied, any sponsoring organization so aggrieved shall, upon application to the Office of Student Engagement, obtain a hearing within two days following the filing of its appeal before the Vice President of Student Affairs.

Greek-Letter Organization Policies and Procedures

These policies and procedures govern all Greek-Letter organizations, exclusive of Honor Societies on the campus of Alcorn State University. This edition supersedes all other editions of these regulations.

Advisor

- a.** The Greek organization's advisor must attend the Greek-life workshop prior to the organization conducting membership intake.
- b.** Each group must have a faculty/staff advisor and should have a co-advisor.
- c.** Each advisor must be a member of the fraternity or sorority represented.
- d.** In the event that there isn't a faculty/staff member to serve as an advisor, an off-campus advisor appointed by the parent chapter is permissible.
- e.** The advisor will be directly responsible for carrying out the rules and regulations of the organization and the Pan-Hellenic Council.
- f.** The co-advisor will act only in the absence of the advisor and shall be a member of the organization represented.

Membership Intake Process

- a.** Each Greek organization must maintain membership of at least 10 members with a cumulative grade point average of 2.75. If this minimum 2.75 GPA is not maintained by both the chapter and individual members, the Greek-Letter Organization will not be allowed to conduct a membership intake process the next semester or be allowed to host/sponsor any activities on campus. The organization &/ individual members will remain on probation until the cumulative grade point average of a 2.75 has been certified by the Office of the Registrar and provided to the Director of Student Engagement and the advisor.
- b.** Each Greek organization & prospective members must attend the mandatory Anti-Hazing workshop sponsored by the Division of Student Affairs prior to the organization conducting membership intake.
- c.** Only full-time students who have registered at Alcorn State University during the regular session may participate in the intake process.
- d.** Students may not be considered for membership into any sorority or fraternity unless they have earned thirty (30) or more semester hours.
- e.** Transfer students can be considered for membership if they have completed 15 credit hours the semester prior to the membership intake with Alcorn State University and have earned thirty (30) or more semester hours along with twenty (20) community service hours.
- f.** Each student must have a cumulative grade point average of 2.75 to be considered for membership into a sorority/fraternity and to become a member of said organization. For transfer students this refers to the combined GPA (Alcorn plus all transfer credits.)
- g.** No student will be considered for membership until his/her grade point average has been certified by the Registrar. All potential candidates will be submitted on one written list with the original going to the Office of the Registrar and a copy to the advisor. No student can be considered for membership before receiving written permission from the Office of Student Engagement.
- h.** The membership intake process shall take place in either the fall or spring semester, unless granted special permission by the university. Dates will be provided by the Director of Student Engagement.

Membership Intake Procedures

- a.** The intake process shall not take place outside of the dates provided by the Director of Student Engagement.
- b.** All activities related to the intake process (Rush, Application, Voting, GPA approval, Induction, etc.) must be completed within the timeframe established by the Director of Student Engagement.
- c.** NPHC chapters cannot initiate more than 35 new members during membership intake. However, if you have not initiated new members in one or more years, you *can* initiate up to 40 candidates during said membership intake process.
- d.** There will be no public display of candidates aside from the approved new membership reveal show (probate show).

- e. All membership intake activities will end no later than 11:00 p.m. each night of the intake process period.
- f. No membership intake activities shall be carried on in such a manner as to interfere with academic work and university decorum.
- g. No student shall participate in the intake process until said student is certified by the Registrar's Office, Business Office and Division of Student Affairs as being in good standing with the institution.
- h. Students *can* be granted immunity for disciplinary sanctions when all fines have been paid in full, probationary or community service times have been met and the student has maintained a clean record for one year (2 consecutive semesters). The violations that prevent students from participating in Membership Intake Process are: alcohol, drugs, weapons and violent natured offenses.
- i. No membership intake activities shall be carried on in the absence of the advisor.
- j. Brutality and/or Hazing toward candidates in any form shall not be tolerated.
- k. Each organization must show documentation of community service hours on and off campus in order to participate in the Membership Intake Process. Community Service Forms will be provided by the Office of Student Engagement.

Hazing (State Laws)

A. S97-3-105 OF THE MISSISSIPPI CODE OF 1972

This bill prohibits hazing in the course of a person's initiation into any organization. Hazing is divided into two degrees or categories based on the result of behavior. A person is guilty of hazing in the first degree when, in the course of another person's initiation into an organization, he/she intentionally or recklessly engages in conduct which creates a substantial risk of physical injury to such other person or a third person and thereby cause an injury. A person is guilty of hazing in the second degree if all the elements of hazing in the first degree are present, but no injury results. Hazing in the first degree is punishable by a fine of not more than six months. Hazing in the second degree is punishable by a fine of not more than Ten Thousand Dollars (\$10,000).

B. 97-30105 MISSISSIPPI CODE OF 1972 AS AMENDED

1. A person is guilty of hazing in the first degree when, in the course of another person's initiation into or affiliation with any organization, he intentionally or recklessly engages in conduct which creates a substantial risk of physical injury to such person or a third person and thereby cause injury.
2. Any person violating the provisions of subsection (1) of this section shall be guilty of a misdemeanor, and, upon conviction thereof, shall be punished by a fine of not more than Two Thousand Dollars (\$2,000.00) or imprisonment in the county jail for not more than six (6) months or both.
3. A person is guilty of hazing in the second degree when, in the course of another person's initiation into or affiliation with any organization, he intentionally or recklessly engages in conduct which create a substantial risk of physical injury to such other person or a third person.

4. Any person violating the provisions of subsection (3) of this section shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than One Thousand Dollars (\$1,000.00).
5. The provision of this section shall be in addition to other criminal laws, and actions taken pursuant to this section shall not bar prosecutions for other violations of criminal laws.

Student Participation in Institutional Government

Extracurricular participation through student involvement to specific areas of institutional decision making is encouraged at Alcorn State University as part of its overall learning process. Participation in institutional government is a privilege and not a requirement. This participation is realized through (1) the student body taking part in the selection of many campus attractions and events; (2) student involvement in the campus judicial process through student representatives taking an active part in disciplinary decisions about students accused of misconduct; (3) student representation on the University Academic Affairs Committee, Food Service Committee; and (4) annual and monthly meetings between students and the administration to discuss and explore ways of improving the institution.

E. STRUCTURES AND FUNCTIONS OF THE STUDENT GOVERNMENT ASSOCIATION (SGA) AND THE PREAMBLE

In the belief that students have the right, as well as the obligation, to play a significant role in guiding their university—and in the belief that a democratic student government is the best means by which this role may be played—we, the student body of Alcorn State University, hereby create this government.

With its authority derived from the student body and its existence recognized by the faculty, staff and administration of this university, the government will institute programs for the betterment and enrichment of the university community, as well as express the opinion of students on any and all issues that are of concern to them.

We acknowledge the responsibilities are necessary complements to rights and authority. Every student and student organization must respect the rights of other members of the university community. Each student shall use appropriate means and channels when exercising his/her rights pertaining to the educational community. The academic and civic integrity of the institution must be upheld by all who play a significant role in university affairs. This, then, is the Constitution of the Student Government Association of Alcorn State University.

ARTICLE I: THE STUDENT GOVERNMENT ASSOCIATION

1.1 NAME

The name of this organization shall be the Student Government Association of Alcorn State University.

1.2 JURISDICTION

All students who are registered at Alcorn State University as prescribed certified by the Registrar shall be members of the Student Government Association and shall be subject to this Constitution and its By-Laws, the Statutes of the Student Government Association of

Alcorn State University. All members of the Student Government Association (SGA) shall be considered equal. The SGA does not discriminate on the basis of race, color, sex, religion, national origin, age or handicap. All members of the Student Government Association of Alcorn State University are required to reside in residential housing.

1.3 THE PURPOSE OF THIS ORGANIZATION SHALL BE THE FOLLOWING:

- a.** To provide the means whereby the members of the SGA may express themselves effectively in the programs of the university which affect their social, economic, physical, intellectual and spiritual welfare
- b.** To promote a continuous exchange of ideas and opinions between the students, faculty, and the administration
- c.** To coordinate and regulate the activities of the SGA for the benefit of the entire educational community and of the students in later life

1.4 POWERS

Since ultimate responsibility for all phases of the operation of the university rests with the Board of Trustees of Institutions of Higher Learning and since the president of the university acts as their agent in all university matters, the SGA shall have only those powers delegated to it by the Division of Student Affairs. Policies adopted by officers and committees of the SGA shall be subject to review by such officials as may be authorized to do so by the Constitution and Statutes of the Alcorn State University Student Government Association.

ARTICLE II: THE EXECUTIVE (FROM STATUTES AND BYLAWS)

2.1 GENERAL QUALIFICATIONS FOR ELECTING EXECUTIVE OFFICERS

All candidates should not have been involved in any disciplinary action and/or fines (suspension), and all officers shall hold only one office in the SGA. The SGA President and Miss Alcorn State University shall have a grade point average of 3.0 or better. All other candidates shall have a grade point average of 2.75 or better. All candidates are required to be full time students. All candidates are required to reside on campus. All candidates shall be unmarried without children. Candidates shall not have been involved in any actions resulting in disciplinary sanctions within two consecutive semesters prior to seeking candidacy.

2.2 Positions Available in the Student Government Association

1. Student Government Association President
2. 1st Vice President
3. 2nd Vice President
4. Class Presidents (Freshman, Sophomore, Junior, Senior)
5. Student Government Association Executive Secretary
6. Student Government Association Business Manager

2.3 FORMS OF INTENT

Each prospective candidate must show intentions to run by filing his/her personal data at least eight (8) days prior to the election. His/her file must include:

- 1.** Name

2. Grade Point Average
3. Classification
4. Address
5. Peer Nominations (300) are required for high office positions:
(SGA President, 1st Vice, 2nd Vice)
6. Peer nominations (200) are required for all positions other than high offices.

2.4 SPECIFIC QUALIFICATIONS FOR ELECTING EXECUTIVE OFFICERS

A. SGA PRESIDENT

1. Must be classified a junior, certified by the Registrar, who will graduate (as a senior) the following May.
2. Must have completed two (2) previous semesters at ASU.
3. Must have documented participation in leadership development activities while attending Alcorn State University.

B. SGA 1ST VICE PRESIDENT

1. Must be classified a sophomore, certified by the Registrar, who will be a junior the following May.
2. Must have completed two (2) previous semesters at ASU.

C. SGA 2ND VICE PRESIDENT

1. Must be classified a sophomore certified by the Registrar, who will be a junior the following May.
2. Must have completed two (2) previous semesters at ASU.

D. SGA EXECUTIVE SECRETARY

1. Must be classified a sophomore, certified by the Registrar, who will be a junior the following May.
2. Must have completed two (2) previous semesters at ASU.

E. SGA BUSINESS MANAGER

1. Must be classified a sophomore, certified by the Registrar, who will be a junior the following May.
2. Must have completed two (2) previous semesters at ASU.

2.5 EXECUTIVE POWERS OF THE SGA

All executive powers of the SGA shall be vested in a President, Vice President (1st and 2nd), Executive Secretary, Business Manager, Class Presidents (Freshman Class President, Sophomore Class President, Junior Class President, Senior Class President), and their corresponding Class Queens (Miss Freshman, Miss Sophomore, Miss Junior, Miss Senior) and Miss Alcorn State University. These officers shall be elected in the spring semester in a manner prescribed by the Statutes and shall serve a term of one year. With the exception of Miss Freshman who will be elected the following fall in a special

election. No person serving any other branch of Student Government shall serve in the Executive Branch.

2.6 DUTIES AND POWERS OF THE SGA PRESIDENT

1. Serve as the official representative of the student body.
2. Administer and enforce the Constitution and Statutes of the ASU Student Government Association.
3. Call and preside over meetings of the SGA.
4. Appoint Cabinet members, and executive committee members as outlined in the Statutes.
5. Remove any officers or committee member whom he/she has appointed to a position in the Executive Branch with the concurrence of a majority of the Senate.

2.7 DUTIES AND POWERS OF THE SGA 1ST AND 2ND VICE PRESIDENT

A. 1ST Vice President

1. Preside over the student senate
2. Act on behalf of the SGA President when needed.
3. Preside over the Food Service Committee and Safety Committee.

B. 2ND Vice President

1. Preside as President of the Activities Committee (This committee will determine what the desires and needs of the student body as well as the scheduling of events).
2. Act on behalf of the 1ST Vice President when needed.

2.8 Duties and Powers of Miss Alcorn State University

1. To serve as an official representative of the student body.
2. To assist in administrating and enforcing the Constitution and Statutes of the ASU Student Government Association.
3. To host programs that will enlighten the student body of Alcorn State University (4) per semester.
4. To represent the student body at all approved functions.
5. Communicate with all class queens and ensures their knowledge of duties and responsibility to the Alcorn State University Student Government Association.

2.9 DUTIES AND POWERS OF THE SGA EXECUTIVE SECRETARY

1. Maintain records and files of the SGA.
2. Shall provide individuals to record minutes of various committee meetings, including Senate committees, or other organized meetings of SGA.

2.10 DUTIES AND POWERS OF THE SGA BUSINESS MANAGER

1. Supervise the financial matters of the SGA as authorized by the Senate.
2. Serve as an ex-officio member of any and all committees appointed for the purpose of considering budgetary and/or financial matters of the Senate.
3. Maintain complete and accurate financial reports, and submit each month in writing to the Senate, a complete statement of incomes and expenditures for the previous month.
4. Conduct an annual inventory of all SGA property.
5. All expenditures by any department of the SGA must receive prior approval from Student Engagement.

6. Any person, whether he/she is acting as an agent of the SGA or whether he/she is acting as an entity separate from the SGA, who shall incur an expense charged to the SGA without the prior written approval from Student Engagement, shall be held personally liable for the payment of said expense.

2.11 THE PRESIDENT'S CABINET

There shall be a cabinet to assist and advise the President whose membership of which shall be determined by Statutes. All cabinet members shall be members of the Executive Branch and shall not hold any other positions in the SGA

2.12 ESTABLISHMENT OF THE ELECTION COMMISSION

A. An Election Commissioner will be chosen by the President with Senate approval with the following qualifications:

1. He/she must have served on the Election Commission for at least one (1) semester.
2. In the event that there is no one available with one semester's experience, the SGA President, with Senate approval, will appoint someone he/she determines to be qualified.

B. Three (3) assistants to the Commission chosen by the Election Commissioner with Senate approval.

2.13 SUCCESSION

1. In case of removal of the President from office for any reason, the 1st Vice President shall assume the duties of President until the completion of that term.
2. In case the President is temporarily unable to perform the duties of his/her job, the 1st Vice President will temporarily assume his/her duties of his/her office.
3. If for any reason the 1st Vice President is unable to perform the duties of his/her office, temporarily or permanently, the 2nd Vice President will assume the duties of that office for the time required, temporarily or permanently.
4. If for any reason the Executive Secretary or Business Manager is unable to perform his/her duties, temporarily or permanently, the President, with Senate approval, will appoint someone he/she determines to be qualified.
5. In case of removal of Miss Alcorn State University from office for any reason, Miss Senior shall assume the duties of Miss ASU until the completion of that term. If for any reason, Miss Senior is unable to assume the role of Miss Alcorn State University, the 1st runner up from the Miss Alcorn Election from the previous year will assume the position immediately.
6. In case Miss Alcorn is temporarily unable to perform the duties of her job, Miss Senior (Runner Up) will temporarily assume her duties of her office.

ARTICLE III: THE LEGISLATIVE

3.1 All general legislative powers of ASU SGA shall be vested in the general legislative body known as the Senate.

1. The Senate shall legislate on all matters to the supervision and coordination of all student engagement activities that the SGA shall sponsor.
2. The Senate shall legislate on all matters necessary to the organization and operation of the SGA

3. Any act passed by the Legislative Branch which is in conflict with any rules and regulations of Alcorn State University, the Board of Trustees of Institutions of Higher Learning, or any laws of the State of Mississippi or the United States of America, shall be null and void from the time of its enactment.
4. No law, act or charter of any type passed by the Senate shall be constructed to limit or modify any provision of this Constitution except by constitutional amendment.
5. The Senate shall not approve any expenditure that will cause a deficit balance in the budget.

3.2 MEMBERSHIP OF THE SENATE SHALL CONSIST OF:

1. Students elected by their various clubs and organizations who are chartered and approved according to the rules and regulations of the Division of Student Affairs and the Office of Student Engagement.
2. The Vice President who shall preside.
3. The Assistant Executive Secretary who shall be a nonvoting member for the purpose of keeping the Senate records and taking the minutes of their meetings.
4. The Attorney General who shall be a nonvoting member designated by the Statutes for the purpose of advising the Senators on constitutional matters.
5. A President Pro Tempore who shall be elected from the membership of the Senate and will ensure proper parliamentary procedures.
6. A Parliamentarian who shall be elected from the membership of the Senate and will ensure proper parliamentary procedures.
7. A Sergeant-at-Arms who shall be elected from the membership of the Senate and will remove disruptive and unruly Senators and/or visitors from the chambers with the Vice President's or Second Vice President.

3.3 POWERS AND RIGHTS OF SENATORS

A Senator may introduce to the Senate any motion, bill, amendment, act, or any question he/she so desire. He/she may debate, vote for or against any issue brought up before the Senate, or abstain from voting.

3.4 DUTIES AND POWERS OF THE SECOND VICE PRESIDENT:

1. He/she shall assume the duties and powers of the Vice President in the absence of the President.
2. He/she shall generally assist the Vice President in the conduct of Senate affairs.

3.5 DUTIES AND POWER OF THE SENATE

Shall have the sole power to impeach any member of the Executive or Legislative Branch on grounds of malfeasance or nonfeasance in office by a majority of total membership and convicted by two-thirds (2/3) of total membership.

1. By a majority vote, may fine, reprimand, reduce or remove from office any convicted official of the SGA.
2. Shall enact by majority vote, bylaws to this Constitution, such as to be known as the Statutes of the SGA of Alcorn State University.
3. Enact by two-thirds (2/3) vote, with approval of a majority of the members of the SGA voting in referendum, amendments to this Constitution.
4. Shall have the power to approve or disapprove the appointments or selections to SGA committee chairpersonships.

5. May override the veto of the President by two-thirds (2/3) majority vote or the total membership.
 6. Take final action over matters considered by all Senate committees.
 7. Shall have exclusive power to appropriate funds and shall take final action on the proposed SGA budget.
- 3.6** The Senate shall have the authority to undertake all reasonable investigations and/or hearings necessary and proper in pursuance of its power.
- 3.7** No Senator shall serve in any other branch of SGA.

ARTICLE IV: OATH OF OFFICE

The President, 1st Vice President, 2nd Vice President, Executive Secretary, and Business Manager shall take an Oath of Office, administered by the Director of Student Engagement.

ARTICLE V: INITIATIVE AND REFERENDUM

5.1 INITIATIVE

The students reserve the power, by means of a petition signed by ten (10) percent of the student body, to propose laws and amendments to this Constitution and do directly enact or reject such laws or amendments by a majority of the members voting in a special referendum.

- 5.2** The students reserve the power, by means of a petition signed by ten (10) percent of the student body, to propose resolutions, and to require that measures enacted or rejected by the Senate be submitted to qualified voters for their approval or rejection.

- A.** A majority of the members of the student body voting in a special referendum shall be necessary to enact resolutions or approved Senate measures. If a Senate measure of action is rejected, it shall become null and void from the date of its enactment.
- B.** If a measure rejected by the Senate is approved, it shall become a law from the date of referendum.
- C.** The petition for questions on Senate members must be presented within a period of one school month from the date of enactment or rejection by the Senate. The petition should contain the name and I.D. number of each student signing the petition.

5.3 PETITION TIME LIMIT

The petition for initiative or referendum shall be presented to the Elections Commission which shall make provisions for a special referendum on the matter no later than fifteen (15) days after the receipt of said petition.

5.4 RESTRICTIONS

The initiative shall not be used as a means of appropriating SGA funds. No measure submitted by the initiative shall contain the name of any office to be established by the proposed law or constitutional amendment.

ARTICLE VI: AMENDMENTS

6.1 AMENDING PROCEDURES

Amendments to this Constitution shall propose in writing by any Senator at a Senate meeting at least one week prior to the time it is to be voted upon.

6.2 AMENDMENTS BY INITIATIVE

This Constitution may be amended by the use of the initiative as prescribed in Article VI.

ARTICLE VII: REVISION

7.1 Revision of this Constitution shall be undertaken only if a motion or revision is approved by the student body present and voting.

7.2 If such revision is approved, it shall be undertaken by a committee appointed by the President with Senate approval. The Attorney General shall serve as chairperson of the Revision Committee.

7.3 The Constitution may be revised by use of the initiative or referendum as prescribed in Article VI.

7.4 The revision of this Constitution shall be by ballot and shall require a two thirds (2/3) vote of the members of the Senate present at voting and a majority of the members of the student body voting in a referendum.

ARTICLE VIII: RATIFICATION

8.1 RATIFICATION PROCEDURE

Ratification of this Constitution shall be by ballot and shall require a two-thirds (2/3) vote of all members of the student body voting in the constitutional referendum.

8.2 TIME OF EFFECTIVENESS

This Constitution shall become effective upon passage by the students at ASU if ratified. All bylaws subsidiary to the Constitution of 1981 shall remain in effect until acted upon by the Senate.

ARTICLE IX: RECALL POWER OF THE SGA

9.1 The student reserve the power by means of a petition signed by ten (10) percent of the members of the student body to recall an elected or appointed SGA officer and to remove said officer(s) from office by a majority vote of the student body members voting in the special referendum.

9.2 Upon receipt of valid petition, the Election Commission shall make provision for a special election not later than two (2) weeks after the receipt of such petition.

9.3 In such a special election, any appointed official shall be voted upon to determine whether he/she shall continue in office or not continue in office. If it shall be voted for him not to continue in office, his/her office shall be declared vacant by the Election Committee and a new election shall be held within two (2) weeks after results of the special election is announced. The ballot in this election shall read. I vote to remove (name). I vote not to remove (name).

- 9.4** In such a special election, any appointed official shall be voted upon to determine whether or not he shall continue in office. If it shall be voted for him not to continue in office, his office shall be declared vacant by the Election Commission, and a new appointment shall be made, providing that appointed official is not the former official removed by the special election.
- 9.5** The Senate, without the approval of the President, shall have the power by a three-fourths (3/4) vote, to initiate a recall of any elected or appointed official. After the initiation of recall, the Election Commission shall make provisions for a special election as if a petition for recall has been received.

STUDENT GOVERNMENT ELECTION RULES

ARTICLE I: GENERAL INFORMATION

- 1.1** The policies, regulations, and stipulations set in this Election Rules Manual shall be applicable only to candidates for offices that are elected during an SGA election. All other campus organizations and bodies wishing to conduct an election must individually establish procedures for their election.
- 1.2** Election Rules approved by a majority vote of the Senate must be followed by all candidates in the General and Special Senate Election.
- 1.3** The electorate of the SGA General and Special Election shall consist of all students currently enrolled at ASU.
- 1.4** The SGA President, 1st Vice President, Miss Alcorn State University, and all At-Large positions except for Freshman-at-Large shall be elected in the Spring General Election. Election for the Freshman-at-Large and any other elected office outside of the high office that is left vacant at the beginning of the fall semester shall be filled in the Fall General Election.
- 1.5** If any Legislative Branch member gains an office in any other branch of the SGA by appointment, his or her seat will be considered vacant and shall be filled according to the procedures that are set in the SGA Constitution and By-Laws.
- 1.6** In the election for high office, the candidate that receives the most votes in the election shall be declared the winner if there are three (3) or less candidates. If there are four (4) or more candidates, the winning candidate must receive a simple majority fifty percent (50%) of the total votes plus one (1). If no candidate receives a majority when there are four (4) or more candidates, then a run-off election shall take place between the two candidates receiving the most votes.
- 1.7** In all other elections, the candidate(s) that receives the most votes shall be declared the victor.

ARTICLE II: THE ELECTION COMMISSION

2.1 COMPOSITION

The Election Commission shall consist of the Director of Student Engagement, student who is not in the SGA, and the SGA President or his or her designee.

- A. Any enrolled student at Alcorn running for office in an SGA election shall not be an Election Commission member.
- B. The Election Commission shall only convene when necessary for election purposes.
- C. Any member of the Election Commission that chooses to run in an SGA election must resign his or her position on the Election Commission.

2.2 POWERS

- A. To supervise and validate all aspects of the SGA election.
- B. To organize and coordinate all necessary materials and personnel for the efficient and prompt execution of the General Election, and all other SGA elections provided for in these rules.
- C. To ask the SGA advisor, when necessary, for advisory opinions on election code procedures and provisions.
- D. To ensure the accuracy and correct printing of ballots and any other official publications of the Commission.
- E. To certify election and campaign materials as prescribed in the Election Rules.
- F. To render advisory opinions on the Election Rules as requested by candidates.
- G. To provide a secure environment for ballot boxes or machines between voting periods.
- H. To administer sanctions of the Election Rules as they see fit, which include but are not limited to, fines, suspension of campaigning activities, disqualification, or enforcement of disciplinary code violations.

ARTICLE III: DEFINITIONS

- 3.1 **CAMPAIGN MATERIALS** - Any supplies used by a candidate or the candidate's staff, which have the primary purpose of furthering the candidate's likelihood of being elected.
- 3.2 **DISQUALIFICATION** - The removal of a candidate from the ballot. Grounds for disqualification include willful, malicious, and/or persistent acts that violate the Code of Conduct.
- 3.3 **ELECTION FRAUD** - Intentional deceitful practice or willful device resorted to with the intent to deprive a candidate of his or her rights. This includes all acts, omissions, and concealments involving a breach of duty, and resulting in the denial of any or all candidate's rights, including the offering of enticements.
- 3.4 **ENTICEMENT** - Offering a voter something with a monetary value as part of a campaign. Enticement does not include flyers, mini-flyers, stickers, and buttons.
- 3.5 **FORMAL CAMPAIGNING** - The period after the conclusion of the candidate seminar.
- 3.6 **HIGH OFFICE** - Any of the following positions: SGA President, 1st Vice President, or Miss Alcorn State University.
- 3.7 **INVALIDATION** - The nullification of an election due to technical problems, including but not limited to poll hours, poll operator misconduct, and ballot availability.
- 3.8 **LOGISTICAL PROBLEM** - An action by a candidate that is in violation of this act and that can have or did have an impact on the results of the election.
- 3.9 **MAJORITY VOTE** - In order to receive a majority of the votes in an election, the candidate must receive fifty percent (50%) of the total votes plus one (1).

- 3.10 MALICIOUS ACT** - Wrongful and intentional act without just cause or excuse or as a result of ill will.
- 3.11 PERSISTENT ACT** - Malicious or willful act that continues to exist or is constantly repeated.
- 3.12 SCHEDULED CLASS** - An assembly of students awaiting or attending a scheduled class as per the Alcorn State University Class Schedule.
- 3.13 TECHNICAL PROBLEM** - A problem directly related to the maintenance of the election including but not limited to \poll operator misconduct, polling hours, and ballot availability.
- 3.14 VALIDATION** - The upholding of election results due to proper execution of responsibilities and procedures by the Commission and all participating candidates.
- 3.15 WILLFUL ACT** - An act done intentionally, knowingly, and purposely, without justifiable excuse.

ARTICLE IV: PRE-ELECTION PROCEDURES

4.1 CANDIDATE SEMINAR

- A.** All candidates must attend a candidate seminar to be held no later than twenty (20) class days before the Spring General Election.
- B.** In the event that a candidate fails to attend the Candidate Seminar, the candidate will be disqualified, unless the absence is requested by the candidate and approved by the Commission no later than twenty-four (24) hours after the meeting has occurred.
- C.** The topics at the Candidate Seminar shall include but not be limited to the following:
 - 1.** The Election Rules.
 - 2.** Nomination Requirements
 - 3.** University policy relating to the election (posting policies, and use of facilities)
 - 4.** Election Schedule.
 - 5.** Structure and Functions of the Student Government Association.
 - 6.** Duties and Responsibilities of the elected officers of the Student Government Association.

4.2 FILING

- A.** All interested parties must secure a minimum of 200 nominations from the student body in order to file for Student Government positions. High office positions will require a minimum of 300 nominations (SGA President, 1st Vice, 2nd Vice, Miss Alcorn).
- B.** Filing for offices shall begin at least twenty (20) calendar days before the Spring General Election. Filing for the Fall General Election shall begin at the Election Commission's discretion. The application will be made available in the Office of Student Engagement.
- C.** The filing period will last for a minimum of seven (7) calendar days.
- D.** In the General Election, each candidate can file for one position only. All subsequent filings must be considered void unless the second application amends the first application.

- E.** The names and positions of the candidates who have filed for election shall be open to the public after official approval.
- F.** Candidates must fulfill the requirements of the office that they wish to apply for in accordance with the SGA Constitution.

4.3 CANDIDATE FORUM

- A.** The Candidate Forum will be established as a means of better informing the constituents of the nature of the candidates as well as the election.
- B.** The Candidate Forum must be held a minimum of three (3) calendar days before the beginning of the Spring General Election.
- C.** The Candidate Forum will consist of two main components: the caucus and the question and answer period.
- D.** The caucus will be the first aspect of the Candidate Forum to occur.
- E.** The caucus will be a time for constituents to come and meet the candidates individually.
- F.** After the conclusion of the caucus, the question and answer period will occur.
- G.** The question and answer period will consist of all candidates for high office in the election.
- H.** Each candidate will be allowed five (5) minutes to give a campaign speech about his or her qualifications and platform.
- I.** There will only be a mandated Candidate Forum for the Spring General Election. However, the Election Commission does retain the right to hold a Candidate Forum for any other Election.

ARTICLE V: CAMPAIGNING

5.1 CAMPAIGN MATERIALS

- A.** No literature posters, advertisements, or other election materials shall be used or distributed during the campaign without prior approval by the Office of Student Engagement. Student Engagement shall not censor or prohibit any material, but will only certify its compliance with the criteria for certification.
- B.** The criteria for certification approval shall include:
 - 1.** The materials must be accompanied by the name of the individual responsible for its productions and distribution.
 - 2.** The materials shall not be in violation of any Alcorn State University media policies.
 - 3.** A sample of each piece of election campaign material must be provided, at the candidate's cost, to the Office of Student Engagement prior to the use.
 - 4.** To be considered for certification, all campaign materials must be submitted for approval at least seventy-two (72) hours before the official beginning of the campaign.
 - 5.** In accordance with university policy, flyers require the additional approval of the Office of Student Engagement before they can be posted at any location on campus. Campaign material cannot be affixed to the outside of building structures, glass windows, or glass doors.

6. Banners and signs cannot exceed 4' x 8' in dimension. Banners/signs may be posted horizontally or vertically, as long as they don't exceed maximum dimensions. The official sites for banner/sign display, is the lawn near the front gate, campus green (across from the Campus Union) & the lawn in the MWEHV (near the volleyball & basketball courts).
7. All campaign materials must be removed within twenty-four (24) hours post elections.

5.2 ELECTRONIC CAMPAIGNING

- A. Candidates will be responsible for any Internet messages, websites, or other online campaign material that is directly associated with their campaign or advertised on their campaign materials.
- B. Candidates may send personal emails as a part of their campaign, but may not use any ASU distribution lists.
- C. Any candidate who chooses to advertise through the Internet will be held responsible for the accuracy and truthfulness of any information or statements related to the campaign.
- D. All electronic materials (websites, emails, Facebook, MySpace, Twitter, Instagram, Snapchat, YouTube etc.) are subject to the same rules as other campaign materials. None of these media may be used without the content having been first approved by the Election Commission.
- E. Facebook Groups, other social media formats, and events are permitted as part of the campaign. However, the comment wall **MUST BE DISABLED** so that people cannot leave comments. Event invitations cannot be sent on election day.

5.3 CAMPAIGN RESTRICTIONS

- A. No Alcorn State University emblems, seals, logos, slogans or taglines or trademarks can be used on campaign materials. Students may be featured in photos that include trademarked materials such as a T-shirt with "ASU" on it.
- B. The budgetary cap for campaign materials (photos, buttons, flyers, signage, etc.) and events is not to exceed \$2000. Receipts are required and will be reviewed by the Office of Student Engagement. The campaign budget must be approved by the VP for Student Affairs prior to implementation of the campaign.
- C. Vote buying incorporating a direct monetary reward to a person for voting in a particular way or for not voting in a particular way is strictly prohibited.
- D. No candidate may campaign inside a residence hall through any other means other than flyers posted in appropriate locations in a residence. This includes but is not limited to door-to-door solicitations, campaign rallies or related gatherings inside a residence hall room.
- E. No chalking is allowed.
- F. No candidate speeches or demonstrations will be permitted by any candidate in any scheduled classes.
- G. No member of the Alcorn State University faculty, staff, or Election Commission may endorse any candidate nor offer any tangible support to the campaign of any candidate.

- H.** There should be no campaigning on election day. Candidates proven to be in violation will be disqualified.
- I.** Candidates will be held responsible for violations committed by their campaign volunteers and personnel.
- J.** It shall be illegal to remove, alter, cover, obscure, or otherwise tamper with campaign materials concerning candidates or questions on the ballot, except by order of the Election Commission.
- K.** Candidates shall not be allowed to campaign within 50-feet of any sanctioned election kiosks. Students may not display or wear any campaign paraphernalia while voting.
- L.** The Election Commission may sanction any violators of these rules or any other university policy which may include but is not limited to fines and suspension of campaign activities, or disqualification.
- M.** In the extreme cases of candidate misbehavior through malicious, persistent, and/or willful acts, disqualification shall be a punishment exercised by the Commission.

ARTICLE VI: ELECTION CERTIFICATION

ELECTION AND POST-ELECTION PROCEDURES

- A.** Election will take place at the designated polls. The polls shall open at 9:00 am and close at 5:00 pm on the day of the election. If a run-off is necessary, the polls will employ the same hours of availability (9am – 5pm) and will be staffed with election campaign personnel.
- B.** There will be at least two (2) voting machines; paper ballots will be available at the Natchez Campus.
- C.** As a representative of the university, no member of the Alcorn State University’s faculty or staff will be permitted to cast a ballot; regardless of your current enrollment.
- D.** Graduate students may cast a ballot provided they are enrolled with nine (9) credit hours.
- E.** Additional polling places may be ordered and maintained by the Election Commission.
- F.** Any staff at the polls will not be allowed to offer any form of opinion, endorsement, or other enticement as it pertains to the election or any candidate.
- G.** Upon the closing of the polls on voting day, the Election Commission shall convene within twenty-four (24) hours in order to either validate or invalidate the results of an election.
- H.** Validation shall require a majority of the Commission to be present. The current SGA President and the SGA advisor must be present for validation to occur.
- I.** The Election Commission will complete a report which shall include all the election results, a statement of validation or invalidation, and the signatures of all of the present Election Commission members.
- J.** After the election results have been validated, the winners shall be informed immediately.
- K.** All of the winners are to be notified of a forty-eight (48) hour waiting period following the election in which the results of an election may still be contested.
- L.** Should the Election Commission decide that an election be invalidated, the Commission shall hold a new election and file a report with the Office of Student Engagement detailing the events that resulted in the invalidation of the election results.

ARTICLE VII: COMPLAINTS AND APPEALS

7.1 COMPLAINTS

- A.** Complaints must be filed based on violations of the university policy, or rulings of the Election Commission. The grievant must cite specific policies in the complaint.
- B.** Any Alcorn State University student may file a complaint.
- C.** Complaints must be filed, in writing, with the Election Commission within forty-eight (48) hours after the violation and not thereafter. The complaint will be considered void if it is not filed within this time limitation.
- D.** The Election Commission will meet at its earliest convenience in order to determine appropriate actions in response to a complaint.
- E.** If the Election Commission decides to conduct a hearing, the Chair of the Commission will first interview each affected party. The Commission will then convene in a joint hearing with all parties and decide the appropriate action to be taken after the hearing has concluded.

7.2 APPEALS

- A.** In any instance in which the decision of the Election Commission is being appealed or when the Election Commission itself is a party in a dispute, the complaint/appeal will be heard by the Vice President for Student Affairs.
- B.** Appeals must include:
 - 1.** A copy of the original complaint.
 - 2.** Name, phone number, e-mail address, and student number of person appealing.
 - 3.** Impact of the Commission's decision.
 - 4.** Reason for appeal.
 - 5.** Action requested from the SGA
- C.** Any decision of the Election Commission is appealable.
- D.** All appeals must be filed with the Vice President of Student Affairs no later than forty-eight (48) hours after the action to be appealed has occurred.
- E.** Procedures for the hearing of election appeals shall be determined by the SGA.

ARTICLE VIII: AVAILABLE SGA POSITIONS

- A.** Miss Alcorn State University
- B.** Miss Senior
- C.** Miss Junior
- D.** Miss Sophomore
- E.** Miss Freshman (elected during fall orientation)
- F.** Student Government Association President
- G.** Business Manager
- H.** 1st Vice President
- I.** 2nd Vice President
- J.** Executive Secretary
- K.** Senior Class President
- L.** Junior Class President
- M.** Sophomore Class President
- N.** Freshman Class President (elected during fall orientation)

ARTICLE IX: STIPENDS FOR SGA CABINET & ROYAL COURT

<u>SGA POSITION</u>	<u>AMOUNT</u> (SUBJECT TO CHANGE)
A. Miss & Mister Alcorn State University	2,000.00
B. SGA President	1,500.00
C. 1 st Vice President	800.00
D. 2 nd Vice President	800.00
E. Executive Secretary	800.00
F. Business Manager	800.00
G. Miss & Mister Senior	1,000.00
H. Miss & Mister Junior	1,000.00
I. Miss & Mister Sophomore	1,000.00
J. Miss & Mister Freshman	1,000.00
K. Senior Class President	800.00
L. Junior Class President	800.00
M. Sophomore Class President	800.00
N. Freshman Class President	800.00

All stipends are to be used for official university functions. Misuse of funds can result in disqualification and/or removal from office.

CODE OF CONDUCT FOR THE STUDENT GOVERNMENT ASSOCIATION OF ALCORN STATE UNIVERSITY

CODE OF CONDUCT

- I. This Code of conduct is established in order to define guidelines of behavior and conduct to which all members should adhere, as it includes a partial list of the character qualities and expectations each member should exhibit and to which each member shall be held accountable.

- II. The following expectations apply to all members of the Student Government Association. Active members shall:
 - a. Conduct themselves at all times in a manner that shall reflect positively on the Student Government Association and Alcorn State University.

 - b. Be loyal to the highest ethical principles and to the Student Government Association's oath of office.

 - c. Uphold the Oath of Office, Constitution, Statutes, and all governing documents of the Student Government Association, in addition to Alcorn State University Student Code of Conduct.

 - d. Neither receive nor dispense any favors that undermine the ability to uphold the responsibilities of the position held.

 - e. Maintain the appropriate attitude and level of professionalism regarding duties and perform them with the best interests of the students in mind.

 - f. Make no maliciously erroneous or uninformed statements about the Student Government Association or Alcorn State University.

 - g. Provide no favors or privileges to anyone, and never accept favors or benefits under circumstances which might be interpreted by reasonable persons as influencing the performance of their governmental duties.

 - h. Uphold the principles, ever conscious that a Student Government Association office is a public trust of the student body and of Alcorn State University.

- III. Each member has a responsibility to maintain appropriate respect for the policies and actions of Alcorn State University. Active members shall:
- a. Conduct themselves in accordance with University policy at all times.
 - b. Uphold the University Student Code of conduct.
 - c. Have their judicial records checked at the beginning of each semester (August and January), and randomly as the university deems appropriate.
 - d. Not acquire disciplinary sanctions while in office. Disciplinary sanctions acquired while in office will result in immediate removal from the Student Government Association and will require repayment of any benefit or stipend.
 - e. Make no erroneous or unsubstantiated statements about the University in or to public or private media outlets.
 - f. Show respect for the University's administration, faculty, and staff.
 - g. Address faculty and administrators concerns with Student Government Association business in a timely and appropriate manner.
- IV. All Active Student Government Association members must maintain the appropriate attitude and level of professionalism regarding their duties, and perform them with the best interests of the students in mind. Active members shall:
- a. Consult with constituents on matters that are to be voted on in the Senate.
 - b. Endeavor to keep their constituents and the student body informed about the purpose, goals, and actions of the Student Government Association.
 - c. Take their duties seriously, in accordance to the expectations of the student body.
 - d. Represent their constituents to the best of their ability.
- V. Each member has a responsibility to uphold the Constitution, Bylaws, Codes,

procedures, and regulations adopted and performed by the Student Government Association. Active members:

- a. Will not, at any time, make, directly or indirectly, any oral or written public or private statements that are false and disparaging of the Student Government Association of Alcorn State University, any of its present or former officers, or its Constitution, Bylaws, Codes, procedures, and regulations.
- b. Public or private platforms include, but are not limited to: all social media formats, and public or private media outlets.