

1 **ARTICLE I: NAME**

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3 **Section I:** The name of this organization shall be “the University of Wisconsin – Fox Valley  
4 Student Government,” hereafter referred to as the Student Government. The Student  
5 Government shall be the direct representation of the student body of the University of  
6 Wisconsin – Fox Valley.  
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8 **ARTICLE II: PURPOSE AND FUNCTION**

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10 **Section I:** The purpose of the Student Government shall be to maximize representation and  
11 participation in, and knowledge of university governance at all levels by students and  
12 protecting the rights granted to students according to Wisconsin State Statute 36.09(5).  
13 Additionally, the Student Government shall address and aid in student concerns,  
14 investigate student problems, participate in decisions affecting the educational  
15 experience of students, seek input from student constituency regarding university  
16 governance, provide a voice for student opinion, promote and uphold the rights of  
17 students, promote and support student activities, and uphold and stimulate a feeling of  
18 unity among the student body. The Student Government shall also ensure the right to  
19 peaceful assembly and petition to all students, regardless of age, race, religion, handicap,  
20 sex, gender identity, marital status, sexual orientation, or political affiliation.  
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22 **ARTICLE III: MEMBERSHIP**

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24 **Section I:** Membership in the Student Government shall be open to all students without regard to  
25 age, race, religion, handicap, sex, gender identity marital status, sexual orientation or  
26 political affiliation who are currently enrolled in three (3) or more credits through the  
27 University of Wisconsin – Fox Valley.  
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29 **Section II:** All students enrolled at the University of Wisconsin – Fox Valley shall be considered  
30 Associate Members of the Student Government.  
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32 **ARTICLE IV: STRUCTURE**

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34 **Section I:** The Student Government will consist of two (2) bodies: the Senate and the Executive  
35 Board.  
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37 **Section II:** The Senate shall serve as the legislative body of the Student Government. The Senate  
38 shall not exceed twenty (20) Senators.  
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40 **Section III:** The Executive Board shall serve as the executive body of the Student Government. The  
41 Executive Board shall consist of the President, the Vice President, the Treasurer, and the  
42 Communications Director.  
43

44 **Section IV:** In all procedures not specifically addressed in this constitution or bylaws, the Senate and  
45 the Executive Board shall act in accordance with Robert’s Rules of Order, Newly  
46 Revised.  
47

48 **Section V:** Unless specifically stated otherwise, all motions before the Senate or the Executive  
49 Board shall require a majority of the votes of the members present at the time of the  
50 votes to pass. In all voting, an abstention is not counted as a vote cast. Any motion to  
51 allocate funds will require a roll-call vote.

52 **Section VI:** A quorum for the Student Government shall be one-half of the total membership, plus  
53 one (1) additional member. During winter and summer breaks Student Government  
54 Senators unable to participate in meetings must notify the Communications Director  
55 and the presiding officer. They will be excused and will not be counted towards total  
56 membership for purposes of quorum. The President will be counted towards total  
57 membership for purposes of quorum.  
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59 **Section VII:** There will be no Student Government meetings during finals weeks, during spring  
60 break, or the first week of a new semester.  
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## 62 **ARTICLE V: THE EXECUTIVE BOARD**

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64 **Section I:** The Executive Board shall meet at least once (1) in each two (2) week period of the year.  
65 The President shall set the date, time, and place of the meeting and post it in accordance  
66 with the Wisconsin Open Meetings Law.  
67

68 **Section II:** With the exception of the presiding officer, each member of the Executive Board shall  
69 have one (1) vote on motions before the Executive Board. The President shall serve as  
70 the presiding officer of the Executive Board. If the President is absent, the order of  
71 succession as presiding officer shall be the Vice President, Treasurer, and then the  
72 Communications Director.  
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74 **Section III:** The Executive Board shall have the power to act on behalf of the Student Government  
75 during winter break, the summer months, and in the event that the Senate cannot be  
76 summoned.  
77

78 **Section IV:** The Executive Board will coordinate the activities of the Student Government, set the  
79 agenda for the Senate, and will ensure that all Senate actions are implemented.  
80

81 **Section V:** All Executives must maintain at least a cumulative 2.5 Grade Point Average (GPA)  
82 which, if beneficial, includes grades from remedial classes. The Student Government  
83 Advisor is authorized to verify that appropriate GPAs are maintained and will notify the  
84 Executive Board of any violations.  
85

86 **Section VI:** If any Executive resigns or is impeached, then follow the procedures set in Article VII.  
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88 **Section VII:** With the exception of the presiding officer, the Executives shall be considered full  
89 voting members of the Student Government.  
90

91 **Section VIII:** With the exception of matters dealing with the Student Government, Executives  
92 will be required to abstain from voting on issues that present a direct conflict of  
93 Interest.  
94

95 **Section IX:** No Executive shall vote on the payment for any member of the Executive Board.  
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## 97 **ARTICLE VI: DUTIES OF THE EXECUTIVES**

98  
99 **Section I:** The President shall represent the University of Wisconsin – Fox Valley as a student  
100 member on the campus Collegium, chair both the Senate and the Executive Board, serve  
101 as the student representative on both the campus Steering Committee and the

102 Scholarship and Academic Actions Committee, meet with the University of Wisconsin -  
103 Fox Valley Dean monthly, and be the liaison between the Student Government and the  
104 faculty, staff, and administration.

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106 **Section II:** The Vice President shall represent the University of Wisconsin – Fox Valley as the  
107 student representative on the campus Curriculum Committee, serve as the primary  
108 Student Government representative for the Student Governance Council (SGC), serve  
109 as the chair of the Constitution and Bylaws Committee, and meet with the University of  
110 Wisconsin-Fox Valley Dean monthly with the Student Government President.

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112 **Section III:** The Treasurer shall represent the University of Wisconsin – Fox Valley as the chair of  
113 Segregated University Fee Allocation Committee (SUFAC), serve as the student  
114 representative on the campus Budget Committee, prepare the annual Student  
115 Government budget, review and sign all expenditures of Student Government funds,  
116 and maintain an accurate accounting of the Student Government funds and the  
117 segregated fee reserve funds in cooperation with the campus Student Life Coordinator  
118 and report them to the Student Government.

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120 **Section IV:** The Communications Director shall represent the University of Wisconsin-Fox Valley as  
121 the student representative on the campus Appointments Committee, chair the Outreach  
122 committee, coordinate the fundraising efforts of student organizations, coordinate  
123 publicity and press releases issued by the Student Government, maintain the Student  
124 Government bulletin board, post Student Government announcements and meeting  
125 notices, prepare and distribute minutes from both Senate and Executive Board meetings  
126 within five (5) working days, keep an accurate file of all the Student Government  
127 minutes, perform general clerical duties of the Student Government, keep an accurate  
128 list of Senators, Executives, and students appointed to committees as well as attendance  
129 and dates of appointment, and communicate with groups outside of the Student  
130 Government.

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132 **Section V:** All Executives must hold three (3) office hours per week during the regular academic  
133 year.

## 134 **ARTICLE VII: ELECTION OF EXECUTIVES**

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137 **Section I:** The election of the Executive Board by the entire student body shall take place either  
138 the third or fourth week of April, even if there is only one (1) candidate for any given  
139 position. A candidate's name may only appear once on the ballot. All candidates will be  
140 supplied with a copy of the Constitution so that they will be aware of the responsibilities  
141 they are expected to perform.

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143 **Section II:** The polls are to be staffed at all times by at least two (2) students who are not on the  
144 ballot. No campaigning shall take place within twenty (20) feet of the polls. Any  
145 campaigning by or on the behalf of a candidate within this area during the voting  
146 process will make that candidate ineligible for office. The Senate and the Executive  
147 Board must be notified of the deemed ineligibility. Each case of a deemed ineligibility  
148 will be reviewed individually by the Executive Board.

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150 **Section III:** The date, time, and place of all student body vote tabulations shall be posted on the  
151 Student Government bulletin board (including recounts) at least twenty-four (24) hours  
152 in advance of tabulation. All tabulations are open to anyone who wishes to attend.

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**Section IV:** The ballots will be counted by no less than three (3) Student Government members who are not on the ballot, and the Student Government Advisor must be present. Only votes for candidates, including write-in candidates, who meet the criteria for the Executive Board, shall be counted as legitimate votes. The results of the vote tabulation shall be posted on the Student Government bulletin board by 9:00 a.m. the next business working day after the election. Unless a recount is requested, the candidates determined to have the most legitimate student body votes cast and meet the minimum threshold shall be considered elected to the office.

**Section V:** A recount of the initial vote tabulation can be requested by any candidate within two (2) business days of the results being posted. The recount shall be conducted within two (2) business days of the request. It shall be conducted by five (5) students not on the ballot, and the Student Government Advisor must be present. The results shall be posted on the Student Government bulletin board by 9:00 a.m. on the next business working day after the recount. The candidates determined to have the most votes and that meet the minimum threshold shall be considered elected to the Senate.

**Section VI:** Candidates who are declared elected under Article VII, Section IV or Article VII, Section V shall assume their duties at the first Student Government meeting in May.

**Section VII:** If the President resigns, is impeached or the office is vacant, then the order of temporary succession shall be the Vice President, the Treasurer, and the Communications Director. The position of President must be posted within one (1) week for a period of two (2) weeks. During this time, applications will be accepted by the Executive Board. A special election by the student body for President must occur within three weeks of the vacancy. The Interim President shall assume the responsibilities of President and will coordinate the effort for the special Presidential election. Once a new President is elected, the winner of the election will immediately assume the duties of President and then the Interim President may resume the duties of their original position, if applicable. If the office of President goes unfilled, this process will then be repeated until the position is filled.

**Section VIII:** If any Executive except the President resigns, is impeached or the office is left vacant, the Senate may choose to either appoint, by two-thirds (2/3) vote, a temporary Executive or hold a special election. A temporary executive will fulfill all duties and receive all benefits of a normally elected Executive. If the Senate chooses to hold a special election, the position must be posted within one (1) week for a period of two (2) weeks. During this time, applications will be accepted by the Executive Board. A special election by the student body for the position must occur within three weeks of the vacancy. Once a new Executive is elected, the winner of the election will immediately assume the duties of the position.

**Section IX:** If a vacancy occurs within the last two (2) months of that position's term, then the Senate will decide if the position should be filled. If the Senate decides that the position is to be filled, then follow the procedures in the above sections of Article VII.

204 **ARTICLE VIII: THE SENATE**

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- Section I:** The Senate shall meet at least once (1) in each two (2) week period, during the academic year while classes are in session. The date, time, and place of each regular meeting shall be announced at the previous regular meeting.
- Section II:** All meetings shall be posted outside the Student Government Office in a minimum of three (3) different locations in accordance with the Wisconsin Open Meetings Law.
- Section III:** Special meetings of the Senate may be called by the President in accordance with the Wisconsin Open Meetings Law. The special business for which the meeting was called shall be the only business discussed and voted on.
- Section IV:** The Executives shall complete a monthly report by the end of the second week of the following month. The completed reports should be made readily available upon request. All attendees of conferences, standing committees, and special meetings shall report on their activities at the following regular senate meeting.
- Section V:** The presiding officer of the Senate shall not have a vote on the Senate floor, on any motions or actions, at any time. If any motion or action ends in a tie, that motion or action will fail. However, in the case of appointments the presiding officer will break the tie.
- Section VI:** The presiding officer of the Senate shall be the President. If the President is absent, the order of succession as the presiding officer shall be the Vice President, the Treasurer, and then the Communications Director.
- Section VII:** The Senate has the power to create sub-committees of the Senate. There shall be a standing SUFAC (Segregated University Fees Allocation Committee), which is empowered to review all requests for club recognition and allocation of student fees, and recommendations on such to the Senate. SUFAC shall consist of the Treasurer and five (5) student members, with at least one (1) Senate member in addition to the Treasurer. The Treasurer shall serve as the chair.
- Section VIII:** All Senators must maintain at least a cumulative 2.0 GPA which, if beneficial, includes grades from remedial classes. Senators must sign a waiver for the Student Government Advisor to verify their GPA and will notify the Executive Board of any violations.
- Section IX:** With the exception of matters dealing with the Student Government, Senators will be required to abstain from voting on issues that present a direct conflict of interest.

**ARTICLE IX: SENATOR DUTIES**

- Section I:** The duties of a Senator are as follows: regularly attend Senate meetings, uphold and enforce the Student Government Constitution, encourage the student body to participate in university governance, and vote on all student appointments made by the President or the Executive Board. All Senators must hold one office hour per week during the regular school year.

## ARTICLE X: ELECTION OF SENATORS

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- Section I:** Election to the Senate shall be open to any student currently enrolled in three (3) or more credits at the University of Wisconsin – Fox Valley. The applicant must hold at least a 2.0 GPA at the time of submission.
- Section II:** A Senate election shall be held in conjunction with the Executive election in April. Applications for Senate positions will be accepted for a period of two (2) weeks beginning three (3) weeks prior to the elections. An election will be held by the second week of October. The Senators will take office at the first Senate meeting after the election.
- Section III:** Ten (10) Senate seats are up for election at the fall election and ten (10) at the spring election. If there are more than ten (10) open seats the extra seats can be filled but the term of office for those extra seats are only valid until the next general election. The ten (10) candidates with the most votes will serve a term of one (1) year. If elected in spring, the senator(s) will serve until the next spring election. If elected in fall, the senator(s) will serve until the next fall election. If a senator graduates before their term is completed, their term as senator will cease.
- Section IV:** The polls are to be staffed at all times by at least two (2) students who are not on the ballot. No campaigning shall take place within fifty (50) feet of the polls. Any campaigning by or on the behalf of a candidate within this area during the voting process will make that candidate ineligible for office. The Senate and the Executive Board must be notified of the deemed ineligibility.
- Section V:** The ballots will be counted by no less than three (3) Student Government members who are not on the ballot and the Student Government Advisor must be present. Only votes for candidates, including write-in candidates, who meet the criteria for the Senate, shall be counted as legitimate votes. The results of the vote tabulation shall be posted on the Student Government bulletin board by 9:00 a.m. the next business after the election. Unless a recount is requested, the candidates determined to have the most votes and that meet the minimum threshold shall be considered elected to the Senate.
- Section VI:** A recount of the initial vote tabulation can be requested by any candidate within two (2) business days of the results being posted. The recount shall be conducted within two (2) business days of the request. It shall be conducted by five (5) students not on the ballot, and the Student Government Advisor must be present. The results shall be posted on the Student Government bulletin board by 9:00 a.m. on the next business day after the recount. The candidates determined to have the most votes and that meet the minimum threshold shall be considered elected to the Senate.
- Section VII:** If there are any vacancies between the general elections, students may be elected by the Senate after attending two (2) consecutive Student Government regular meetings. The interested party must submit an application for candidacy to declare their intent to become a Senator at least one week prior to appointment.
- Section VIII:** Senators not elected in a general election must be approved by a secret ballot of the majority of the Senate. The elected senator(s) may only hold the seat until the next general election.

306 **ARTICLE XI: VETO POWER**

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308 **Section I:** Any motion which requires a simple majority to pass is then to be forwarded to the  
309 President who will either approve or veto the action within one (1) week of receiving it.

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311 **Section II:** If the President vetoes a Senate action, the President must inform the Senate of any veto  
312 in the next regularly scheduled meeting of the Senate. The Senate can override the veto  
313 with a two-thirds majority vote, within two (2) regularly scheduled meetings of the  
314 announced decision. If the President does not announce the veto at the next regularly  
315 scheduled Senate meeting, then the motion or action passes.

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317 **Section III:** If the Executive Board takes action on a matter that cannot have been postponed until  
318 the next scheduled Senate meeting and the Senate does not approve, the Senate can  
319 vetoed the action by a two-thirds ( $\frac{2}{3}$ ) majority vote. However, any money encumbered  
320 or spent as a result of the Executive Board's decision may not be called back.

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322 **Section IV:** Abuse of the Executive Board's power to act on behalf of the Senate or abuse of  
323 Presidential rights, as evidenced by repeated Senate vetoes of such actions, shall be  
324 considered sufficient reasons for the Senate to consider impeachment against any or all  
325 of the Executive Board members.

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327 **ARTICLE XII: ABSENCES**

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329 **Section I:** Any Senator, Executive, or committee member unable to attend a meeting must notify  
330 the presiding officer and, if applicable, the Communication Director of that body prior  
331 to the meeting.

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333 **Section II:** Any Senator, Executive, or committee member with three (3) unexcused absences  
334 during any semester will be notified in writing by the Executive Board explaining the  
335 Senator's, Executive's, or committee member's responsibilities. Any absence after a  
336 warning letter is sent will result in a hearing before the Senate.

337  
338 **Section III:** The Senate will hold a hearing to decide whether or not the Senator, Executive, or  
339 committee member should be able to retain the appointment, be removed from the  
340 appointment, or be impeached. All voting shall be conducted by secret ballot.

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342 **Section IV:** Absences from each body or committee shall be counted separately.

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344 **ARTICLE XIII: IMPEACHMENT**

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346 **Section I:** Justifiable reasons for impeachment are as follows:

- 347  
348 1. Materially violate any Article of the Student Government Constitution  
349 2. Accruing three (3) or more unexcused absences  
350 3. Unethical conduct  
351 4. Illegal activities  
352 5. Significant failure to carry out assigned duties

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354 **Section II:** Any student, faculty, or staff member of the University of Wisconsin – Fox Valley who  
355 believes a Senator or an Executive has committed an impeachable offense may initiate  
356 an impeachment proceeding against that individual. The person making the charges

357 must submit a written justification of the impeachment to the University of Wisconsin –  
358 Fox Valley Student Life Coordinator, the Senate, and the individual in question.  
359

360 **Section III:** A hearing before the Senate will be scheduled within seven (7) days of the receipt of the  
361 written complaint. The accused individual will be allowed to speak at this hearing, but  
362 will not be allowed to be the presiding officer, nor will that individual have the ability to  
363 vote on the motion to impeach. A two-thirds (2/3) vote is required to impeach the  
364 individual. The impeached individual will be immediately terminated from their position  
365 on the Student Government if the motion passes in the Senate.  
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367 **Section IV:** The impeached individual may request a second hearing within seven (7) days of the  
368 impeachment. A two-thirds (2/3) vote of the Senate is required to overturn the  
369 impeachment decision. If the impeachment is overturned, the individual will  
370 immediately resume the position previously held.  
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#### 372 **ARTICLE XIV: AMENDMENTS TO THE CONSTITUTION**

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374 **Section I:** Amendments to the Constitution shall be read at two consecutive regularly scheduled  
375 meetings and shall be approved by a two-thirds (2/3) roll call vote of the Senate  
376 members voting.  
377

378 **Section II:** All Amendments to the Constitution must be passed within the regular academic year.  
379

380 **Section III:** Amendments to the Constitution shall become effective immediately after being passed  
381 by the Senate, and approved by a majority of the voting student body. If the  
382 amendments to the Constitution alters the election process or position duties, the  
383 changes will not take effect until the following regular term of office.  
384

#### 385 **ARTICLE XV: BYLAWS**

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387 **Section I:** The University of Wisconsin – Fox Valley Student Government shall adopt bylaws to  
388 define policy and procedure.  
389

390 **Section II:** Bylaws of the Student Government Constitution shall be approved by a two-thirds (2/3)  
391 roll call vote of the Senate members voting.  
392

393 **Section III:** All bylaws must be passed within the regular academic year.  
394

395 **Section IV:** Any change to the Bylaws which would alter the election processes or position duties  
396 would not take effect until the following regular term of office.  
397

#### 398 **ARTICLE XVI: SPECIAL PRIVILEGES OF THE STUDENT LIFE** 399 **COORDINATOR**

400

401 **Section I:** If at any time the Student Government is without any elected members or if the sitting  
402 Student Government fails to hold a constitutionally required general election, the  
403 Student Life Coordinator is authorized to conduct an election. The Student Life  
404 Coordinator must follow the same guidelines for conducting an election as the Senate by  
405 substituting Student Life Coordinator for Senate.  
406



407 **Section II:** If at any time the sitting Student Government is acting contrary to this Constitution, the  
408 Student Life Coordinator is encouraged to notify the student body and campus  
409 newspaper.

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411 **Section III:** The Student Life Coordinator may, after the Senate has approved an Executive's Pay,  
412 deny approval of the payment. The only reason the Student Life Coordinator may deny  
413 an Executive's pay is if the Executive in question is in violation of their oath of office or  
414 if they have neglected their Constitutional duties to Student Government. If the Student  
415 Life Coordinator denies an Executive's pay, (s)he will explain his or hers decision to the  
416 Senate. If the Senate believes that the Executive in question has not violated their oath  
417 of office and has not neglected their Constitutional duties to Student Government, the  
418 Senate may reapprove payment with a majority vote.

## 419 **ARTICLE XVII: RECALL ELECTION**

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422 **Section I:** A recall petition can be used to require an election by the student body. Each page of  
423 the petition must state which elected member(s) are being recalled. A valid petition  
424 needs the signatures of 10% of the student body FTE to force an election.

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426 **Section II:** The Student Government is required to hold the election within three (3) weeks using  
427 the standards in Article VII and/or Article X as the case requires. No open Senate seats  
428 can be filled under Article X, Sections VII and VIII between the receipt of a valid recall  
429 petition and the confirmation of Senators elected during the recall election.

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431 **Section III:** No elected member will be subject to a recall election more than once (1) in the same  
432 term of office.

## 433 **ARTICLE XVIII: FISCAL RESPONSIBILITY**

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436 **Section I:** The Student Government will not spend more money than it has in its account(s) unless  
437 approved under the provisions of Section V of this Article.

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439 **Section II:** The Student Government will not authorize any other organization to spend more  
440 money than it has in its account(s) unless approved under the provisions of Section V of  
441 this Article.

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443 **Section III:** An increase or creation of a segregated fee funded position will require one (1) year of  
444 an elected student body to approve and pass under the provisions of Sections V of this  
445 article. A decrease or removal of a segregated fee funded position will require two (2)  
446 consecutive years of an elected student body to approve and pass under the provisions  
447 of Section V of this Article.

448  
449 **Section IV:** Any single year increase of 10% or more in segregated fees per FTE over the previous  
450 fiscal year must be approved under the provisions of Section V of this Article.

451  
452 **Section V:** The previous sections of this Article require a two-thirds (2/3) roll call vote of the  
453 Senate and a majority vote of the student body with at least 20% of the student body  
454 FTE voting to be approved unless otherwise specified in this Article.

455