2025 Student Association Constitution



PREAMBLE

In order to further the well-being of the student body, to provide students with experience and training in a democratic form of government, to continuously expand and coordinate a program of student activities with the Office of Campus Life, to stimulate student interest and support in the development, assessment, and execution of social, cultural and recreational programs, to develop communications among students, administration and faculty maintaining a cooperative and effective relationship, to foster and promote a code of proper conduct becoming to a County College of Morris student, to interpret student rights, protect and defend student interests, we the Students of the County College of Morris, do hereby decree this constitution as the official constitution of the Student Association of the County College of Morris.



ARTICLE I

STUDENT ASSOCIATION

Section 1. Purpose

The purpose of the Student Association is to empower students to shape their college experience and advocate for their rights and interests. The Association aims to build an inclusive, diverse, and engaged community by providing a platform for student voices, supporting student-led initiatives, and fostering collaboration with faculty, staff, and administrators. Guided by core values of student-centeredness, inclusivity, transparency, accountability, and empowerment, the Student Association works to enhance student life, promote leadership development, and create a sense of belonging for all students.

Section 2. Membership

All those students enrolled at the County College of Morris are members of the Student Association and, as such, are entitled to the benefits and privileges the Association provides.

Section 3. Governance

Inasmuch as the President of County College of Morris is the legal representative of the Board of Trustees, all executive and administrative power of the Student Government assumed under this Constitution is derived from, and with complete concurrence of that office, via the Dean of Students. The advisor(s) of the Student Government shall be appointed by the Dean of Students. The advisor(s) shall be a current member of the college administration or faculty. The advisor(s) shall perform the duties and functions as mandated by the Student Government Association and Dean of Students. The advisor(s) shall not have voting power in the Student Government. Student Government



shall be composed of an Executive Board providing leadership and direction and a Senate providing legislative authority and Judicial Board providing judiciary support.

Section 4. Policy of Non-Discrimination

County College of Morris (CCM) Student Association does not and shall not discriminate against anyone on the basis of sex, race, color, national origin or ancestry, religion, disability, age, marital status, parental status, sexual orientation, gender identity and expression, union membership, political affiliation or status as a veteran.

Section 5. College Regulation

County College of Morris Student Association shall abide by all justifiable rules and regulations of the College.

Section 6. Federal, State, and Local Laws

County College of Morris Student Association shall abide by all justifiable laws of the State of New Jersey and the United States of America as well as any local statutes which may affect the action of the Student Association.

Section 7. Declaration of Policy

1. Just and equitable consideration shall be given to all those persons seeking help and guidance.

2. All positions, elected or appointed, shall be based on that candidate's merit and fitness, free of all personal consideration.

3. Every effort shall be made to provide objective and impartial governance with consideration of the rights and interests of the college community and the Student Association.



4. All funds administered by the aforesaid government shall be carefully scrutinized in reference to who will benefit, what terms have been negotiated, and who will be responsible for actions thereof.

ARTICLE II

THE EXECUTIVE BOARD

Section 1. Membership

Shall include a President of the Student Association; Vice President of the Student Association; Chairperson of Inter-Club Council; Treasurer; Secretary; Chairperson of Marketing & Public Relations; Parliamentarian; and President Pro Tempore.

Section 2. Powers & Duties

1. President of the Student Association

a. Shall exercise executive leadership in the Student Association and assume primary responsibility over student affairs and interests.

b. Shall be the chief presiding officer of the Executive Board and Student Government Association meetings.

c. Shall not be allowed to vote in the Student Government Association meetings, except to break a tie.

d. Shall be a representative to the College Council and appoint four other members of the Student Association to the College Council.

e. Shall be recognized as the primary representative of the student body to the college community and public.

f. Shall appoint the necessary members to college committees and commissions.



g. Shall appoint a Parliamentarian from the ranks of the Senate or Executive Board with the advice and consent of the Senate.

h. Shall aid in the recruitment effort of Judicial Board members in collaboration with the office of the Dean of Students.

i. Shall fill any vacancies on the Senate or Executive Board by appointment with the advice and consent of the Nomination Board and the Senate.

j. Shall have the power to veto resolutions of the Senate. The Senate has the prerogative to override the veto by a three-fourth majority vote of the attending Senators.

2. Vice President of the Student Association

a. Shall assist the President of the Student Association in the executive leadership of the Student Association.

b. Shall serve as Inter-Club Council Chairperson in the event of their permanent absence until a new Chairperson is elected or appointed by the Senate.

c. Shall preside over the Executive Board and Student Government Association meetings in the absence of the President.

d. Shall serve as Chairperson of the Election Committee. In the instance that the Vice President wishes to run for a position, the President shall appoint a member of the Student Government Association as Chairperson.

e. Shall serve as Chairperson of the Nomination Committee and be responsible for conducting interviews of potential candidates for SGA positions throughout the semester.

f. Shall be allowed to vote in the Student Government Association meetings.



3. Chairperson of the Inter-Club Council

a. Shall exercise executive leadership in the organization of all clubs and organizations and be responsible for meeting monthly with representatives from all clubs and organizations.

b. Shall be responsible for submitting all completed charter applications to the Student Government Association.

c. Shall have the power to veto any charter granted by the Senate, and shall be responsible for submitting a written explanation of reason for vetoing said charter.

d. Shall work with a Vice Chairperson, which is a secondary executive board position of the Student Activities Programming Board (SAPB) or can be its own SAPB position. This Vice Chairperson is a voting member of the Student Government Association Meetings and must attend to provide reports on the SAPB and ICC Board.

e. Shall be able to call an emergency Inter-Club Council Board meeting with 24 hours' notice to all members of the board.

f. The veto may be overruled by a three-fourths vote of the Senate.

- g. Shall be allowed to vote in the Student Government Association meetings.
- h. Shall lead all discussions in the Executive Board and Student Government Association meetings pertaining to the Inter-Club Council.

i. May appoint, with the advice and consent of the Senate, representatives not affiliated with the Student Government to work in the Inter-Club Council.

4. Treasurer of the Student Association



a. Shall be responsible for and must keep a record of all Student Government
Association funds and records which come under the jurisdiction of the Student
Government and must be open to the members of the Student Association.

b. Will state the condition of the budget on a monthly basis unless a report is requested by a simple majority of the Senate.

c. Shall be allowed to vote in the Student Government Association meetings.

d. Shall lead all discussions in the Executive Board and Student Government Association meetings pertaining to the Treasury.

5. Secretary of the Student Association

a. Shall be responsible for recording all the Executive Board and Student Government Association meeting minutes.

b. Shall maintain a file of and conduct all official correspondence of the Executive Board and Student Government Association.

c. Shall be allowed to vote in the Student Government Association meetings.

d. Shall distribute, at least two school days before the next meeting, a copy of the previous meeting's minutes.

6. Chairperson of the Marketing & Public Relations Committee

a. Shall exercise Executive leadership over the Marketing and Public Relations Committee and assume primary responsibility for all marketing and public relation affairs.



b. Shall be responsible for attending all SGA General meetings as well as
Executive Board meetings upon a reasonable request from the President or Vice President.

c. Shall be responsible for setting and presiding over Committee meetings, monthly at minimum.

d. Shall be responsible for adequate monthly updates to the Student Government Association webpage and Campus Life clubs/organizations webpage via reports to the CCM Marketing & Public Relations department, in collaboration with the President, Vice President and Inter-Club Council Chairperson.

e. Shall be responsible for coordinating the creation of graphics and publications for the purpose of recruitment, event and meeting promotion, student outreach, and Youngtown publications.

f. Shall be allowed to vote in Student Government Association meetings.

7. President Pro Tempore

a. Shall be a Senator elected by three-fourths majority of Senate members present.

b. Shall, in the normal capacity as President Pro Tempore, retain all powers and duties of a Senator and be a non-voting member of the Executive Board.

c. Shall preside over the Student Government Association meetings in the absence of the President and the Vice President.

d. In the absence of the President and the Vice President, the President Pro Tempore shall not be allowed to vote in the Student Government Association meeting except to break a Tie.



e. The President Pro Tempore shall assume all powers and duties of the President upon the permanent vacancy of both the President and the Vice President. Shall act only in a temporary capacity until elections are held.

f. The procedure for selecting candidates for President Pro Tempore shall be by open nomination from the Senate; election shall be by three-fourths vote of Senate members.

g. Upon permanent vacancy of the Office of President Pro Tempore, the Senate may elect another President Pro Tempore.

 h. Shall be responsible for collecting all written committee reports from designated committee members prior to official meetings of the Student Government Association.

8. Parliamentarian

a. Shall be appointed by the President from the ranks of the Senate or Executive Board with the advice and consent of the Senate.

b. Shall maintain order during assemblies of the Senate and Executive Board.

c. Shall set a time limit if debate occurs during a motion's discussion period.

Article III

THE SENATE

Section 1. Membership

Shall consist of a maximum of twenty-eight voting members:

Two College Council Academic Standards Committee Student Representatives



- Two College Council Accessibility Awareness Committee Student Representatives
- Two College Council Curriculum Committee Student Representatives
- Two College Council Diversity Committee Student Representatives
- Two College Council Safety Committee Student Representatives
- Eleven College Council Student Affairs Committee Student Representatives
- 1 Business, Mathematics, Engineering & Technologies (BMET) Council Student Representative
- 1 Health Professions & Natural Sciences (HPNS) Council Student Representative
- 1 Liberal Arts Council Student Representative
- 1 Activist Council Student Representative
- 1 Cultural & Religious Council Student Representative
- 1 Recreation Council Student Representative
- 1 Honor Society Council Student Representative

Section 2. Powers & Duties

- **1.** Shall have the power to recommend policy.
- **2.** Retains all voting privileges in the Student Association and is responsible for making all legislation to benefit the student body.
- **3.** Retain all voting privileges in their respective committee, aside from Academic Standards and Curriculum. Non-voting committee senators still have the ability to make recommendations, review documentation and participate in subcommittees.



4. All Senators are full members of their committee and are entitled to all benefits and privileges of the committee.

5. Representatives may introduce any resolutions that they feel are most advantageous to the Student Association and the college.

6. The Senate shall have the power to consult with and make proposals to the college committees and other college organizations.

7. Shall accept the responsibility for the promotion of understanding and cooperation between the college community and the Student Association.

8. Shall have the power to enact any by-laws and rules that are deemed necessary for the proper functioning of the Student Government Association.

ARTICLE IV

THE INTER-CLUB COUNCIL

Section 1. Purpose

All student clubs and organizations are required to be represented at their respective Club Councils meetings, normally scheduled once a month. Each organization is a member of a Club Council in their respective category. The Student Government Association (SGA), the Student Activities Programming Board (SAPB) and The Youngstown Newspaper do not fall into these club councils. Youngstown members are entitled to attend any and all ICC, SGA and SAPB related open meetings. The purpose of the Club Councils is to maintain a line of communication among the member clubs and committees, encourage co-sponsorships, approve budgets for special events and to create programs.

Section 2. Council Structure



The Inter-Club Council shall organize all Campus Life Councils and their student clubs/organizations as follows:

Business, Mathematics, Engineering & Technologies (BMET) Council Health Professions & Natural Sciences (HPNS) Council Liberal Arts Council Activist Council Cultural & Religious Council Recreation Council

Honor Society Council

In the Spring of every semester, the Election Committee will also host an election for 2 leadership positions for each council for the upcoming academic year. All 7 councils will vote for their own President and Vice President. Each student club/organization within a council will receive one vote for each position. Each student club/organization must come to a general consensus by majority vote before the voting period and submit their own members voting record to the Election Committee. Candidates interested in council leadership positions will follow the same election packet provided by the Election Committee each spring.

The elected council Presidents for each council are automatically their council student representative to the Senate of the Student Government Association, and are expected to attend all Student Association meetings as voting members. If a conflict arises with scheduling for a President, they can appoint a replacement from within their council for the semester, with final approval from the Senate. Elected council Vice Presidents are automatically their council student representative to the Student Activities



Programming Board and are expected to attend all meetings as an advisory representative. If a conflict arises with scheduling for a Vice President, they can appoint a replacement from within their council for the semester, with final approval from the SAPB executive board.

Section 2. Inter-Club Council Board

The Inter-Club Council Board shall consist of 17 voting students and 5 non-voting students. The ICC Chairperson will lead the Board with the ICC Vice Chairperson.

The 14 other ICC Board voting members are the respective Presidents and Vice Presidents of the 7 different councils. The ICC Chairperson can nominate any 1 student to serve as the SGA voting representative on the ICC Board with approval of the Senate. This can be an additional role of a current SGA member.

The President and Vice President of the Student Association and Student Activities Programming Board are invited to sit in on all ICC Board meetings, yet are non-voting members. The SAPB can also nominate 1 SAPB representative to become a non-voting member of the ICC Board with approval from the SAPB.

The first course of action for the ICC Board is to recruit a secretary or appoint a student from within the Board. The ICC Board can meet before or after the ICC Student Leader Luncheon as long as 45-minutes are delegated for the luncheon. The ICC Board shall determine meeting dates in the initial monthly meetings and need for any additional monthly meetings. All council Presidents and Vice Presidents are to be sworn in at their first meeting and provided information on meeting dates, requirements and term length.

Section 3. Inter-Club Council Student Leader Luncheon



The ICC Chairperson and Vice Chairperson will host a monthly Student Leader Luncheon open to all student leaders in the 7 councils. All student leaders of individual clubs and organizations are required to send a student representative to each monthly luncheon. Council Presidents and Vice-Presidents are responsible for ensuring adequate notice is made to by their clubs and organizations on their availability. If a club or organization is unable to attend, they must contact the Inter-Club Council President and their Council President.

ARTICLE V

JUDICIAL BOARD

Section 1. JUDICIAL BOARD MEMBERSHIP AND ORGANIZATION

The Judicial Board is the judiciary branch of the Student Association and is empowered to interpret student rights, review disciplinary problems, and recommend specific action. The SGA President shall assist the official advisor for the Judicial Board with recruitment. To ensure adequate recruitment for the Judicial Board, the SGA President shall meet with the Judicial Board advisor at the beginning of each semester.

ARTICLE VI

MEETINGS AND PROCEDURES

Section 1. Meetings

1. The Executive Board and Student Government Association shall meet officially biweekly during the academic year when the college is in session. When necessary, emergency meetings may be called by any member of the Executive Board or at the request of three-fourths of the voting members of the Senate. The Executive Board shall



meet the week prior to each official general meeting of Student Government. When necessary, additional meetings may be scheduled.

2. All official Student Government Association and Executive Board meetings must be held on the college campus, and twenty-four hour notice must be given to the student body.

3. Business meetings or any meeting where official action or legislation is transacted must be attended by all members of the Student Government Association. A majority of the Student Government Association may move to dismiss from the organization any member who has been absent for two consecutive meetings. Any member may request and shall be entitled to a hearing by the Judicial Board in the event they've been dismissed and wishes to appeal the action.

4. The Youngtown Edition is recognized as the official means of publicity and notification to the entire student body. In addition, any other campus-wide media will be utilized by the Marketing and Public Relations Committee whenever possible to carry all notices and results of each Student Government Association meeting.

5. All official meetings of the Student Government Association shall be open to all members of the Student Association unless advance notice of closed discussion is posted in each building on campus with at least twenty-four hours notice.

6. Agendas for all of the Executive Board and Student Government Association meetings will be available at the Student Center Information Window within twenty-four hours of said meeting. The Student Government Association reserves the right to send mass emails from the Student Association Blackboard and or SGA email on a biweekly basis to provide adequate notice of meetings with 2 days notice to the Dean of Students and SGA Advisor.



7. Closed Executive Board and Student Government Association meetings are to exclude all those individuals not connected with the Student Government, and are for discussion purposes only in matters of finance, personnel, and any matters which the Student Government Association feels may discredit the intended policy, or persons involved. The public, however, shall be included in any final decisions.

8. Unofficial meetings of the Student Government Association or Executive Board may take place for the purpose of leadership training, discussion of policy or other unofficial activities. Such meetings may take place off campus.

Section 2. Voting Procedures

1. A quorum for all meetings of the Student Government Association shall consist of a simple majority of the entire Senate at that time.

2. A simple majority shall be required to pass by-laws, resolutions, appropriations, etc.

3. Appointments requiring the advice and consent of the Senate must be ratified by a two-thirds majority vote of the Senate members present and voting at that time.

4. Robert's Rules of Parliamentary Procedure shall be observed and enforced at all official meetings.

ARTICLE VII

STANDING COMMITTEES

Section 1. Purpose

To promote structured, organized, and coordinated efforts behind the Student Association.

Section 2. Nomination Committee



1. Shall be responsible for conducting interviews of potential candidates for SGA positions throughout the semester.

2. The committee members include the SGA Vice President, two staff members appointed by the Dean of Students in collaboration with the SGA Vice President, a representative from SAPB, one representative from the judiciary board, and a representative appointed by the President of SGA.

3. There shall be a set of interview questions that can be modified at the beginning of each term by the Vice President of SGA.

Section 3. Election Committee

 This committee is scheduled to take place during the spring semester with the main purpose to review and oversee the election packet and election provided by Campus Life

2. Shall be responsible for promoting the elections and ensuring that candidates follow the packet's guidelines.

3. Shall interview candidates who have not been a part of SGA and SAPB.

4. The Vice President will serve as the committee's chair, and there will be one representative from the Judiciary Board, one representative recommended by the President of SGA, and one representative from SAPB.

5. This committee will act as a "judge" in conjunction with the Campus Life Director if potential candidates do not adhere to the rules outlined in the packet.

Section 4. Constitution Revision Committee

1. Shall be charged with keeping the Constitution current and shall make revisions by amendment with the advice and consent of the Senate.



2. Shall be formed by the second official Student Government Association meeting in the spring.

Section 5. Marketing and Public Relations Committee

1. Shall be formed with the formal appointment or election of the Committee Chairperson.

2. The committee Vice Chair is the Student Activities Programming Board (SAPB) Public Relations Coordinator.

3. Shall preside over all outreach to students outside of the Student Association.

4. Shall be responsible for the creation of graphics and publications for the purpose of recruitment, event and meeting promotion, student outreach, and Youngtown publications.

5. Shall be responsible for the development of The Titans Insider Newsletter as an additional means of communication and a direct way of press releases, information and upcoming events/activities. The Titan Insider Newsletter does not serve as an adequate means of notification for upcoming SGA related meetings, and is a secondary informational source. The Dean of Students and Club Advisor must approve the newsletter before publication.

ARTICLE VIII

AD HOC COMMITTEES

Section 1. Structure

1. An ad hoc (non-standing) committee shall originate with the formal appointment of the Committee chairperson.



2. No committee shall be formed unless a chairperson is recognized.

3. All other members shall be appointed by the chairperson.

4. The chairperson is responsible for delegating authority to members and scheduling biweekly meetings.

Section 2. Duties

1. All ad hoc committees shall submit a written report outlining the goals, committee's termination date and progress of the committee by the next Senate meeting. The report must include a list of those committee members who were and were not present.

2. A report to the Senate is required at every official SGA meeting until the termination of that committee. This is the sole responsibility of the chairperson. In the event that the committee does not meet on a given week, a report by the chairperson is still required.

3. A copy of the written report shall be submitted to the President Pro Tempore.

Section 3. Removal

1. The failure of a chairperson to fulfill their obligations may result in

that person being removed from the chairpersonship.

2. This authority will rest in a Senate vote of three-fourths majority.

3. The committee members may then choose a new chairperson to assume the responsibility of the chairperson.

ARTICLE IX

ELECTIONS AND QUALIFICATIONS TO HOLD OFFICE



Section 1. Qualifications

1. Must be a member of the Student Association in good character and standing, must have a 2.0 GPA, as well as maintain a 2.0 CPA for each semester elected, and must not be on disciplinary probation. Part-time students must be enrolled in at least six credits and matriculated in order to pursue and hold a leadership position.

2. Election committee members may not run for office.

3. All candidates must be able to serve a full term consisting of two consecutive semesters beginning with the semester they were elected and must be matriculated in order to pursue and hold a leadership position in an organization.

Section 2. Election Procedure

1. An Election Committee shall be formed of at least one member of Student Government, Student Activities Programming Board, and the Judicial Board, each appointed by each organization's senior executive officer.

2. At the end of the spring semester, the SGA President, Vice President, Secretary, Inter-Club Council Chairperson, Treasurer, twenty-one Senators, three senior Judicial Board members and one Alumni Representative member to the Board of Trustees will be elected.

3. Campaign procedures will be established by the Election Committee. Failure to comply with any regulations or procedures of the Election Committee may result in the offender being disqualified.

4. To have their name placed upon a ballot, a candidate must file a nomination petition with the Election Committee no later than two weeks prior to elections and must be approved by a two-thirds majority vote of the Nomination Committee members present and voting. The petition requires the signature of twenty-five students of County College



of Morris, will include the name of the prospective candidate and office desired, and must be filed in the Office of Campus Life. The Nomination Committee will consist of the Election Committee and one Faculty or Staff member appointed by the Dean of Students.

5. Voting will be by secret ballot and candidates receiving a simple majority of votes shall be elected.

6. There shall be no write-in votes.

7. In case of a tie, there will be a run-off election the following week.

8. There will be at least one week to campaign.

9. All officers elected in the spring semester shall formally take office at the last official meeting of the spring semester.

Section 3. Alternate Alumni Representative Member (AARM) Board of Trustees

1. Qualifications

a. Shall be an alumnus, having graduated in January, June or August and in good character and standing.

2. Duties

a. Representative Member elected as per statute N.J.S.A. 18A:64A-8 and shall serve in the absence, disability, or refusal of the Alumni Representative to serve the one-year term.

3. Election Procedure

 Applications for AARM shall be made available to all students graduating in January, June or August.



- AARM applications are to be returned one week following the date of application availability.
- **c.** Copies of all applications shall be made available for Senate review and are to be voted on at the next official meeting.
- d. At the next official Student Government meeting all applicants shall be invited to the meeting for a question-and-answer session with the Student Government members.
- e. The Senate shall then elect, by a two-thirds majority vote, the AARM and recommend to the Board of Trustees of the County College of Morris approval and appointment of said individual.
- f. If the AARM is appointed, they shall be entitled to all adequate notice of meetings. If there is no communication from the Alumni Trustee about their availability for a Board of Trustees meeting within 2 days of the agendas being allocated, they will be assumed absent and the AARM will be invited to attend the meeting by the Board of Trustees.

ARTICLE X

IMPEACHMENT BOARD

Section 1. Membership

1. Shall be chaired by the Vice President. President Pro Tempore will chair the position in case of Vice Presidential impeachment.

2. One Senator appointed by the charged person with the advice and consent of the Senate.

3. The Director of Campus Life.

4. One member of the Judicial Board.



5. One member appointed by the Senate not affiliated with the Student Government Association.

Section 2. Duties

1. The sole power to recommend impeachment of persons holding elective or appointed office under the Student Association of the County College of Morris shall rest with the Board of Impeachment.

Section 3. Voting

1. Simple majority is required (three out of four).

Section 4. Procedure

1. Upon receipt of a complaint signed by at least five Senators or at least one hundred other members of the Student Association charging a Student Government Association office holder with dereliction of their duties or malfeasance in office. The Chairperson shall convene the Impeachment Board for the sole purpose of holding an impeachment hearing.

2. A verdict shall be reached by secret ballot.

3. If the vote warrants impeachment, the Chairperson shall report to the Student Government Association that the accused party is recommended for removal from office.

4. The Senate, upon receipt of such recommendation, shall, at a special meeting, carefully examine all evidence and testimony with the various parties directly involved and present.

5. After considering all testimony, the Senate shall by secret ballot, reach a decision. A vote of guilty must be reached by at least two- thirds of the entire Senate members.



6. Judgment shall not exceed that of removal from office of party convicted.

ARTICLE XI

AMENDMENT PROCESS

Section 1. Amendments

1. The proposed amendment must be introduced at a regular meeting of the Student Government Association by one of the representatives. Copies of the proposed amendment shall be distributed to all representatives.

2. At the next meeting after the introduction of the amendment, the Senate shall vote to approve or reject it.

3. If the Senate approves, the proposed amendment shall be publicly posted at least one week prior to vote for ratification.

4. The Student Association will then vote on the proposed amendment. A plurality of votes cast will decide. Any proposed amendment to the Constitution shall be voted upon within two weeks of its original filing date. The Election Committee shall supervise such voting.

Section 2. Ratification of Constitution

1. Ratification shall be proposed to the student body.

2. The proposal will be voted on and shall be declared ratified after having been approved by a majority vote of the student body at either the fall or spring elections, or a special election called for by the Executive Board and Senate.



Ratified Spring 1977

Amended 1978, 1979, 1982, 1984, 1985, 1986, 1988, 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 2006, 2009, 2017 2024, and 2025.