

# Lawrence Technological University's Student Government Constitution

Adopted August 26th, 2024

## Preamble

*We, the students of Lawrence Technological University, realizing our obligation to foster a positive relationship with the faculty, the university, and the greater community, in order to promote student responsibility, keep open discussion of university issues and propositions, and foster our collegiate experience by serving the needs of students, student organizations, and the university hereby do establish, by the powers delegated by the university administration on October 26, 1933, and the Constitution of the Student Government of Lawrence Technological University.*

*With a better conception of the needs of their organization and a better appreciation of the relationship of the Student Government to the operation of Lawrence Technological University, the Student Government of Lawrence Technological University adopted this constitution on August 26th, 2024*



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## **Article I: Name**

- A. The name of this governing body shall be The Student Government of Lawrence Technological University, hereafter referred to as LTU Student Government.

## **Article II: Purpose**

### **Section 1: Reserved Powers of Students**

- A. For the purposes of this constitution and all documents within Student Government, any registered, degree-seeking individual, currently enrolled at Lawrence Technological University, Southfield, MI campus, is defined as a student. The Student Body is defined as the collection of all students.
- B. The Preamble to this Constitution shall also be considered an integral component of the purpose of this governing body.

### **Section 2: The purpose of this governing body is to:**

- A. Allow for an avenue by which student concerns may be brought to the campus community.
- B. Provide a supportive environment for communication between students, student organizations, faculty, staff, administration, and the Board of Trustees of Lawrence Technological University.
- C. Protect the interest and well-being of students, both current and those who follow, in relation and cooperation with the faculty, staff, administration, and Board of Trustees of Lawrence Technological University.
- D. Recommend university policy changes and follow through on the completion of proposals.
- E. Encourage the growth of campus life and the involvement of students wherein.
- F. Charter new and maintained existing student organizations.
- G. Distribute funding for campus projects and events.
- H. Recognize outstanding student leaders and exceptional student organizations.
- I. Foster leadership development to ensure collaboration and coordination of the graduate and professional student body across the university.
- J. Serve as the model government with an executive, judicial, and legislative branch.
- K. Carry out actions that are necessary and proper for the preservation of students' rights.

### **Section 3: University Policies**

- A. Student Government will ensure that feedback of students is used to guide future decisions of Lawrence Technological University.
- B. It is imperative that Student Government works with the Board of Trustees, university administrators, staff, and faculty to identify the changing needs of higher education to provide the best experience for current students, to attract top-caliber students, and create the best atmosphere for campus guests.
- C. Action taken by Student Government is official, under the powers contracted by Lawrence Technological University, and shall be included in all university operative procedures as necessary.

## **Article III: Student Membership & Organizations**

### Section 1: Recognized Student Organizations

- A. Member organizations of this governing body must be registered student organizations. A registered student organization is a group of students that has fulfilled the requirements as listed in the Organizational Bylaws which include documentation of a Student Government issued charter.
- B. All registered student organizations must have one (1) primary advisor.
  - a. Advisors may be faculty, staff, or full-time professional members of the university.
- C. Student organizations will encourage graduate and undergraduate students to form valuable connections around common academic, cultural, political, or social interests across the university.

### Section 2: Discrimination

- A. Student Government shall not discriminate against any individual(s) for reasons of race, national origin, color, religion, gender, age, veteran status, sexual orientation, marital status, gender identification, or ability status and shall provide reasonable accommodations as needed.

## **Article IV: Student Government Structure**

### Section 1: Student Government Branches

- A. Student Government shall consist of a Legislative branch, an Executive branch, and a Judicial branch.
  - a. All legislative duties of this governing body shall reside within the Student Senate
  - b. All executive duties of this governing body shall reside within the Executive Board
  - c. All judicial duties of this governing body shall reside within the Judicial Review Committee

### Section 2: Term of Office

- A. The governing body shall operate for one (1) year but shall continue regardless of a change in personnel. Terms in office shall begin at the End of the Spring Semester unless otherwise noted.

## **Article V: Executive Branch**

### Section 1: Executive Powers

- A. The President, Executive Vice President, and the Executive Cabinet (the Vice President of Finance, the Vice President of Public Relations, the Vice President of Programming, and the Vice President of External Affairs) will be referred to as the Executive Board. With the addition of the Parliamentarian and the Senate Leader, all will comprise the Student Government Administration.
- B. The Student Government Administration shall hold all executive powers of this governing body and shall professionally represent students.
- C. In Executive Board meetings, the voting members are the Executive Vice President, Vice President of Finance, Vice President of Public Relations, the Vice President of Programming, and the Vice President of External Affairs. The non-voting members are the President, the Parliamentarian, and the Senate Leader.

## Section 2: President

- A. The President of Student Government shall be elected to his/her position by eligible voting members of the university as outlined in the Organizational Bylaws.
- B. Duties of this position are to:
  - a. Serve as the Chief Executive Officer of Student Government and Chairman of the Executive Board
  - b. Appoint an Executive Cabinet and committees
  - c. Attend all meetings of the Executive Board and Student Senate
  - d. Investigate problems affecting students and present them to the Student Senate
  - e. Act as a liaison between the Student Government and the administration of Lawrence Technological University
  - f. Serve as an ex-officio member of all Student Government Committees
  - g. Call the Student Senate and Executive Board into special sessions with at least 48 hours' notice to the respective members
  - h. Speak within the Student Senate but hold no vote
- C. Enumerated Powers
  - a. Veto
    - i. Upon legislation passed by the Student Senate, the president shall have the power to veto. He/She shall announce the veto no later than one (1) week after the legislation was passed.
    - ii. The Senate Leader shall have one (1) week from the date of the veto to place an override request on the agenda of the next general business meeting.
    - iii. If a semester recess occurs during this timeline, the override attempt must occur at the first meeting following the semester recess.
  - b. Executive Order
    - i. The President shall issue executive orders subject to review by the Senate Leader. If the Senate Leader wishes to challenge the executive order, the Judicial Review Committee shall have one (1) week from the date of the executive order to complete a review. After review, an announcement must be made by the Parliamentarian at the next general business meeting regarding the decision of the Judicial Review Committee.
  - c. Appointments
    - i. Along with the Executive Board, the President shall make appointments to all committees, pending approval of the Student Senate as outlined in the Organizational Bylaws.
    - ii. The President reserves the right to create ad-hoc and special committees, which shall be confirmed by the Senate with a simple majority vote.
    - iii. The President reserves the right to remove or request the resignation of appointed members, and other committee members, but may not remove a university-wide elected position.
      1. For university-wide elected positions, the President reserves the right to request the resignation of the elected officials.

### Section 3: Executive Vice President

- A. The Executive Vice President of Student Government shall be elected to his/her position by eligible voting members of the university as outlined in the Organizational Bylaws.
- B. Duties of this position are to:
  - a. Serve as the Chairman of the Student Senate and cast the tie-breaking vote
  - b. Attend all meetings of the Executive Board and Student Senate
  - c. Introduce necessary legislation into the Student Senate and ensure that all boards and committees report bi-weekly to the Student Senate
  - d. Investigate problems affecting students and present them to the Student Senate
  - e. Act as a liaison between the Student Government and the administration of Lawrence Technological University
  - f. Serve as an ex-officio member of all Student Government Committees
  - g. Serve as the student representative to the Staff and Faculty Senate of Lawrence Technological University or delegate a senator for this position
  - h. Call the Student Senate into special sessions with at least 48 hours' notice to the respected members
  - i. Coordinate and execute individual meetings with senators regarding compensation

### Section 4: The Executive Cabinet

- A. Vice President of Finance
  - a. The Vice President of Finance of Student Government shall be appointed by the President and ratified as outlined in the Organizational Bylaws.
  - b. Duties of this position are to:
    - i. Serve as the Chief Financial Officer
    - ii. Serve on the Student Government Executive Board
    - iii. Attend all meetings of the Executive Board and Student Senate
    - iv. Introduce necessary legislation into the Student Senate but not vote
    - v. Investigate problems affecting students and present them to the Student Senate
    - vi. Act as a liaison between the Student Government and the administration of Lawrence Technological University
    - vii. Serve as an ex-officio member of all Student Government Committees
    - viii. Keep a permanent and public record of financial transactions
    - ix. Report bi-weekly to the Student Senate on finances
    - x. Assist Executive Vice President to execute individual meetings with senators regarding compensation
- B. Vice President of Public Relations
  - a. The Vice President of Public Relations of Student Government shall be appointed by the President and ratified as outlined in the Organizational Bylaws.
  - b. Duties of this office are to:
    - i. Maintain Student Senate vote count
    - ii. Serve on the Student Government Executive Board
    - iii. Perform clerical duties as assigned by the President
    - iv. Attend all meetings of the Executive Board and Student Senate
    - v. Introduce necessary legislation into the Student Senate but not vote
    - vi. Investigate problems affecting students and present them to the Student Senate
    - vii. Act as a liaison between the Student Government and the administration of Lawrence Technological University
    - viii. Serve as an ex-officio member of all Student Government Committees
    - ix. Keep a record of the history of this governing body, research, and archive past

- events, and provide access for all students to this information
- x. Establish communication with Registered Student Organizations for organizational updates

C. Vice President of Programming

- a. The Vice President of Programming of Student Government shall be appointed by the President and ratified as outlined in the Organizational Bylaws.
- b. Duties of this office are to:
  - i. Chair Student Senate Programming Committee
  - ii. Serve on the Student Government Executive Board
  - iii. Attend all meetings of the Executive Board and Student Senate
  - iv. Introduce necessary legislation into the Student Senate but not vote
  - v. Investigate problems affecting students and present them to the Student Senate
  - vi. Act as a liaison between the Student Government and the administration of Lawrence Technological University
  - vii. Report bi-weekly to the Student Senate on campus-wide programming
  - viii. Maintain records of programming which directly impacts the student body as a whole
  - ix. Collaborate with the Office of Student Engagement on projects

Section 5: Vacancy

- A. In the event of a vacancy in the Executive Board, the President shall appoint a new officer to fill a vacancy. The Student Senate must approve the nominee with a majority vote.
- B. If the Office of the President is vacated, the Executive Vice President will assume all duties of President.
  - a. If the Executive Vice President is unable to fulfill these responsibilities, the line of succession is as follows:
    - i. Vice President of Finance
    - ii. Vice President of Public Relations
    - iii. Vice President of Programming
    - iv. Parliamentarian
    - v. Senate Leader

Section 6: Recall

- A. A petition of at least ten (10) percent of the enrolled Student body will place an Elected Student Government member for a recall vote in accordance with the Organizational Bylaws.

Section 7: Impeachment

- A. A charge of malfunction in office may be made against any member of the Student Government in the following order:
  - a. Any student may present a petition to the entire Student Government containing signatures of at least ten percent (10%) of the actively enrolled student body. The Office of the Registrar shall verify signatures.
  - b. The impeached Student Government member, the Dean of Students, Student Government Faculty Advisor, and Executive Board must be notified by a registered letter of the charge by the Judicial Review Committee.
  - c. The accused member must be given at least seven (7) days before he/she may have the opportunity to appear before the Student Government to answer charges in a formal hearing conducted by the Judicial Review Committee at a regular business meeting.
- B. An impeached member may waive his/her right for a hearing. A default judgment of removal shall be made.



### C. Removal Vote

- a. If the member is not a university-wide elected member then:
  - i. A two thirds (2/3) vote of the Student Senate is required for removal.
- b. If the member is a university-wide elected member then:
  - i. A three quarters (3/4) vote of the Student Senate is required for removal.

### Section 8: Oath of Obligations

- A. At the annual Transfer of Power meeting, the President of Lawrence Technological University will administer the Oath of Obligations to the President of Student Government.
- B. The Oath of Obligations will be as follows: "I do solemnly swear that I will faithfully execute the privileges provided for in the Constitution of the Student Government of Lawrence Technological University and to the best of my ability, preserve, protect, and defend the rights of the students to which this constitution empowers."

## **Article VI: Legislative Branch**

### Section 1: Student Senate

- A. The Student Senate shall hold all legislative powers of this governing body and shall provide a means of expression for students and student organizations.
- B. The voting members of the Student Senate are the registered senators or designated alternates. Senators shall voice the concerns within the Senate and place constituents' needs above personal gain at all times. The Executive Vice President shall cast the tie-breaking vote.
- C. Senators are elected in a general election unless otherwise noted in the Constitution or Bylaws.
- D. Duties of this office are to:
  - a. Attend all meetings of the Student Government as outlined in the Organizational Bylaws
  - b. Attend all assigned committee meetings
  - c. Introduce and vote on legislation as necessary
  - d. Investigate problems affecting students and report to the Senate Leader
  - e. Maintain good standing as outlined in Article XI of the Constitution

### Section 2: Senate Leader

- A. The Leader of the Student Senate shall be elected to his/her position with a majority vote by eligible voting members of the Student Senate.
- B. Any senator may nominate himself/herself or any other senator. Executive Board members may also nominate any senator. After nominations, the Senate Leader shall be elected from the nominees by a simple majority vote of the Senate.
- C. Duties of this office are to:
  - a. Serve the constituents of the Senate
  - b. Serve as the official spokesperson of the Student Senate
  - c. Serve as an ex-officio member of the Executive Board
  - d. Attend all meetings of the Executive Board and Student Senate
  - e. Investigate problems affecting students and present solutions to the Student Senate
  - f. Speak within the Student Senate and vote to represent the Senate
  - g. Communicate weekly with senators
  - h. Issue charters for student organizations

- i. Appoint replacements for vacancies in the Student Senate as outlined in the Organizational Bylaws
- j. Introduce necessary amendments to the Constitution and Bylaws
- k. Appoint three (3) Senators to serve on the Judicial Review Committee

### Section 3: Vacancy of a Senate Position

- A. If a senator is impeached, resigns, becomes academically ineligible, leaves the university, or departs from the area of residency which (s) he represents, the position will automatically be vacated.
- B. In the case of a vacancy, the Executive Board will appoint a replacement as outlined in the Organizational Bylaws.

### Section 4: Legislation

- A. Funds distribution
  - a. The Vice President of Finance of Student Government will distribute all funds, as outlined in the Organizational Bylaws, via a(n):
    - i. Bill
    - ii. Emergency Bill
    - iii. Grant
- B. Resolution
  - a. A formal proclamation of the official standing of the Student Government on a University issue drafted by the Vice President of Public Relations, adopted by the Executive Board, and passed by majority vote in the Senate. It will be provided to the appropriate university administrative office(s) and shall be followed up by the Executive Board as necessary.
- C. The Senate shall have the power to pass any legislation which shall be necessary and proper for carrying into execution the duties vested by this Constitution.
  - a. The Executive Board shall have the power to approve funds requests prior the first general business meeting.

## **Article VII: The Judicial Branch**

### Section 1: Purpose of The Judicial Review Committee

- A. The Judicial Review Committee (JRC) shall hold all judicial powers of this governing body and shall ensure that all actions of Student Government are consistent with the principles outlined within the Constitution and Organizational Bylaws.

### Section 2: Voting Members of the JRC

- A. In JRC meetings, the voting members are three (3) senators appointed by the Senate Leader, and two (2) non-senators appointed by the Parliamentarian. The non-voting member is the Parliamentarian.

### Section 3: Parliamentarian

- A. The Parliamentarian shall be appointed by the President and ratified as outlined in the Organizational Bylaws.
- B. The Parliamentarian cannot be a Senator or Executive Board member.
- C. Duties of this office are to:
  - a. Chair the Judiciary Review Committee
  - b. Appoint two (2) non-senator students to the Judicial Review Committee no later than September 30th

- c. Serve as an ex-officio member of the Executive Board
- d. Attend all meetings of the Executive Board and Student Senate
- e. Investigate problems affecting students and present solutions to the Student Senate
- f. Ensure all meetings of the Student Government run according to Robert's Rules of Order
- g. Introduce necessary amendments to the Constitution and Bylaws
- h. Facilitate recall/impeachment hearings
- i. Ensure all bills, grants, resolutions, and legislation passed by the Student Senate are following the guidelines of this constitution
- j. Interpret the Constitution, Bylaws, and other official governing documents created by the Student Government
- k. Ensure all officially recognized student organizations have democratic structures

## **Article VIII: Meetings**

Section 1: All public business of Student Government occurs at general business meetings.

Section 2: A meeting of the Student Government may be called by:

- A. The President of Lawrence Technological University
- B. The Dean of Students
- C. The President of the Student Government
- D. Petition by fifteen percent (15%) of the student body
- E. Petition of a majority of the Student Senate
- F. Petition by eight (8) members of the faculty or staff

Section 3: All meetings shall run according to Robert's Rules of Order.

Section 4: There shall be a minimum of one (1) general business meeting per month.

Section 5: The first general business meeting will be held on or before September 30th.

Section 6: Cancellation or Rescheduling

- A. The President of Student Government reserves the right to cancel or reschedule a Student Senate meeting for emergency circumstances at his/her discretion. The President must consult the Executive Vice President and Senate Leader if this instance occurs.
- B. A meeting must be rescheduled within one week of the original date. The President shall not cancel meetings in an extraneous matter or without proper excuse(s).

Section 7: Attendance Policy

- A. More than one unexcused absences per semester will constitute the removal of a Senator, Executive Board Member, or committee member from office.
- B. Absences can be excused, at the executive board's discretion, if a Senator provides valid reasoning or documentation.
  - a. Documentation must be submitted within a week of the absence to the Executive Board to determine if it will be excused.

## **Article IX: Advisor**

### **Section 1: Appointment**

- A. This governing body's advisor must be a member of the faculty, administration, or staff of Lawrence Technological University. He/She shall be appointed by the Dean of Students and will serve indefinitely until resignation or termination of responsibilities by the Dean of Students.

### **Section 2: Responsibilities of the advisor include, but are not limited to:**

- A. Mentoring Executive Board members to serve as representatives of the students
- B. Ensuring that decisions made by the University are in line with the needs of students
- C. Working with Senators to draft bills and other legislation
- D. Meeting with the Executive Board and Senate monthly

## **Article X: Elections**

### **Section 1: General Rules**

- A. All current students shall be eligible to vote in a campus-wide election.
- B. Voting will occur by secret ballot.
- C. Candidates shall be notified of the results no later than 48 hours following the conclusion of the election.
- D. All elections will be called by the Student Government President, the Dean of Students, Advisor, or the President of the University.

### **Section 2: Senate Elections**

- A. Elections for Student Senate shall be held no later than the last Tuesday in September.
- B. Notification of elections, including rules and qualification requirements for senators and voting details, shall be posted at least two (2) weeks before Election Day.
- C. Candidates will submit their names to Student Government no later than 72 hours before the election.
- D. Candidates must meet all eligibility requirements as verified by the Registrar before being added to the ballot.
- E. The number of elected Senators will be as outlined in Article III of the Student Government Bylaws.

### **Section 3: President and Executive Vice-President Elections**

- A. The election shall be held no later than the second Tuesday in April.
- B. Notification of elections, including rules and qualification requirements for all officers and voting details, shall be posted at least four (4) weeks prior to Election Day.
- C. Candidates must meet all eligibility requirements as verified by the Registrar, and all other documents shall be submitted to the Elections Committee at least two weeks prior to Election Day.
- D. The Election Chairman shall oversee the election, and the Election Committee will regulate all elections.
- E. The election tally must be certified by the Election Chairman, Advisor, and Dean of Students.

### **Section**

### **Section 4: Qualifications**

- A. Candidates must attain minimum requirements before the election and must retain the requirements throughout the term of office.
  - a. President

- i. A minimum cumulative GPA of 3.0
  - ii. A minimum of 60 credit hours completed overall
  - iii. A minimum of 30 credit hours completed at Lawrence Technological University in Southfield, MI.
  - iv. A Senate member for a minimum of one semester
  - v. Attended one Executive Board meeting, at the discretion of the Executive Board
- b. Executive Vice President
  - i. A minimum cumulative GPA of 2.7
  - ii. A minimum of 50 credit hours completed overall
  - iii. A minimum of 25 credit hours completed at Lawrence Technological University in Southfield, MI
  - iv. A Senate member for a minimum of one semester
  - v. Attended one Executive Board meeting, at the discretion of the Executive Board
- c. Executive Board Appointees
  - i. A minimum cumulative GPA of 2.5
- d. Senators
  - i. A minimum cumulative collegiate GPA of 2.3 or high schools GPA of 3.0

#### Section 5: Election Committee

- A. Members of the Election Committee will be appointed by the Executive Board and ratified by a majority vote in the Senate
  - a. The Election Chairman must be a Senator
  - b. Two (2) members must be current Senators
  - c. Two (2) members must be non-Senators
- B. Duties of the Election Chairman:
  - a. Head the election committee
  - b. Validate and record votes as they take place during the election
  - c. Coordinate the President & Vice-President Elections in the Spring Semester
  - d. Report results for public release
  - e. Report any discrepancies to the Student Government Advisor
- C. Duties of the Election Committee members:
  - a. Support the Election Chairman
  - b. Operate and maintain voting avenues
  - c. Report any tampering or discrepancies to the Election Chairman

### **Article XI: Ratification and Amendments**

Section 1: This constitution is the governing document of the Student Government.

#### Section 2: Amendments:

- A. An amendment is a proposed change to the Organizational Bylaws or Constitution.
- B. An amendment can be introduced by a Senator, an Executive Board member, or by a 15% petition of the Student Body.
- C. An amendment must be approved & ratified by the Student Senate.
  - a. Two thirds (2/3) majority of the Senate is required to amend the Bylaws.
  - b. Three quarters (3/4) majority of the Senate is required to amend this Constitution.