



## Meeting Minutes

August 3, 2021

*Also attending: Joy Hatch, Merri Incitti, and Alec Coen*

7:33 pm ....Zach Taylor called the meeting to order

7:34 pm ....Mackenzie Sorton called rolled call

7:35 pm ....Sharon Carpenter reviewed amendments that will be voted on (details available as an attachment at the end of minutes)

- Amendments that were reviewed...
  - Article II Section 2
  - Article II Section 3 B
  - Article II Section 4 A-D
  - Article III Section 1
  - Article III Section 2
  - Article III Section 3
  - Article III Section 4 A-D
  - Article IV Section 2 A
  - Article IV Section 3 A
  - Article IV Section 4 A and C
  - Article IV Section 5 A and C
  - Article IV Section 5 A and C
  - Article V Section 1 D
  - Article V Section 1 G
- Sharon motioned to approve all of the amendments
- Isaac Leech seconded
- Motion passed

7:38 pm ....Welcome Week schedule

- No other first-generation college students besides Sharon
- Faculty and staff professional development at 1:30pm on Wednesday
  - Sharon, Clay Burrows, and Maiya Bennett can attend
- Student panel from 1:00-2:00 on Saturday
  - Sharon, Zach, and Logan Cotrell can attend
- Scavenger Hunt
  - Maiya, Logan, Alec Coen, and Sharon will be in here on Wednesday
  - Clay, Natalie Teter, and Maiya (?) will be here on Thursday

7:43pm .....Clay met with Bret White about United Way

- Maroon Madness
  - T-Shirt Design
    - Date for the game is October 2
- Day of Action
  - 1:00p-4:00p
  - Clay, Mackenzie, and Sharon are registered
  - Please sign up if they are available
  - Link was sent through the student email today
- This year, we are promoting United Way, but the future goal is to form a new student organization

7:50 pm ....Topics for the First-Generation Panel

- Tips and tricks for incoming freshmen
  - Make friends with upper classmen
  - Communicate and make connections with your professors
  - Keep yourself on a schedule
  - Do not be afraid to try new things and get involved with student organizations
  - It is okay to be selfish with your time

7:52 pm ....More Welcome Week stuff

- Mackenzie, Natalie, and Clay can work cornhole
- Everyone must be at convocation
  - Need to wear white polos and black dress pants
  - Maiya might be late
- Sharon and Alec can do community organization fair
- Everyone must be at the Back-to-School Bash

7:56 pm ....Raffle basket for the community organization fair

- Students need to provide the name and phone number got be entered
- Use the Student Government Association budget to buy the basket with a purchase card
- Shopping on Thursday?
  - Snacks and back to school supplies

8:02 pm ....Open the floor to discussion

- Calender is available on the Teams site

8:04 pm ....Motion to adjourn

## Proposed Amendments to the SGA Constitution

All changes will be italicized in the proposed amendments following what the document currently states.

**Section 2. Term of Office:** Student Government Association Officers shall serve from May 1 to April 31 unless unforeseen circumstances prevent the term from ending at the prescribed time.

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**Section 3. Qualifications of Student Government Association Executive Officers:** The Student Government Association Officers shall be:

**B.** They must have a cumulative 2.75 GPA or above at the end of the semester immediately preceding the election and must maintain a cumulative 2.75 GPA or above while in office.

**Section 3. Qualifications of Student Government Association Executive Officers:** The Student Government Association Officers shall be:

**B.** They must have a cumulative 3.0 GPA or above at the end of the semester immediately preceding the election and must maintain a cumulative 3.0 GPA or above while in office.

**Section 4. Duties and Responsibilities of the Student Government Association Executive Officers:**

**A. President:** 1) Shall preside over all regular meetings of the student body; 2) Shall preside over all Student Government Association meetings; 3) Shall have power to call special meetings; 4) Shall have power to appoint special committees and special positions; 5) Shall perform such other duties as usually belong to this office; 6) Shall review a contract of these and other designated duties; 7) Shall maintain regular communication with all student organizations.

**B. Vice-President:** - 1) Shall assume the duties of the President when absent or by request; 2) Shall handle press relations for the Student Government Association in conjunction with the Director of Public Relations; 3) Shall assist the President in implementing policy; 4) Shall serve as an advisor to the President on all matters; 5) Shall review a contract of these and other designated duties;

**C. Treasurer:** - 1) Shall assume the duties of the President in case of the absence of the President and Vice-President; 2) Shall present to the Student Government Association, bi-monthly, a statement of all expenditures during the semester; 3) Shall requisition the Business Office of the college for funds to be used for student organization funding requests; 4) Shall review a contract of these and other designated duties;

**D. Secretary:** - 1) Shall assume the duties of the President, Vice- President, and Treasurer, in case of absence; 2) Shall keep minutes of Student Government Association meetings and shall read the same at the next regular meeting; 3) Shall keep all records in permanent form; 4) Shall post minutes of the Student Government Association meetings and shall read the same at the next regular meeting; 5) Shall maintain communication with all student organizations; 6) Shall review a contract of these and other designated duties.

### **ARTICLE III**

#### **Appointed Positions**

**Section 1. Parliamentarian:** The President of the Student Government Association must appoint an individual of the Student Government Association to advise the President on Parliamentary procedure. The Parliamentarian shall also serve as interpreter of the Student Government Association Constitution and shall issue final clarifications on matters of procedure.

**Section 2. Staff Council:** The Student Government Association shall nominate, vote, and appoint an individual of the Fairmont State University student body to be the representative to the Staff Council. The Staff Council representative shall attend all Staff Council and Student Government Association meetings, serve on all assigned committees, report on developments to SGA, present proposals to Staff Council and report to Staff Council President any developments from Student Government Association.

**Section 3. Public Relations Director:** The President of the Student Government Association shall appoint an individual of the Fairmont State University student body to be the position of Public Relations Director. The Public Relations Director shall control, monitor, and manage the Fairmont State University Student Government Association's social media and any and all mediums of public relations that pertain to Fairmont State University Student Government Association.

#### **Section 4. Duties and Responsibilities of the Student Government Association**

##### **Executive Officers:**

**A. President:** 1) Shall preside over all regular meetings of the student body; 2) Shall preside over all Student Government Association meetings; 3) Shall have power to call special meetings; 4) Shall have power to appoint special committees and special positions; 5) Shall perform such other duties as usually belong to this office; 6) Shall review a contract of these and other designated duties; 7) Shall maintain regular communication with all student organizations. 8) *Shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm.*

**B. Vice-President:** - 1) Shall assume the duties of the President when absent or by request; 2) Shall handle press relations for the Student Government Association in conjunction with the Director of Public Relations; 3) Shall assist the President in implementing policy; 4) Shall serve as an advisor to the President on all matters; 5) Shall review a contract of these and other designated duties. 6) *Shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm.*

**C. Treasurer:** - 1) Shall assume the duties of the President in case of the absence of the President and Vice-President; 2) Shall present to the Student Government Association, bi-monthly, a statement of all expenditures during the semester; 3) Shall requisition the Business

Office of the college for funds to be used for student organization funding requests; 4) Shall review a contract of these and other designated duties, 5) *Shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm.*

**D. Secretary:** - 1) Shall assume the duties of the President, Vice- President, and Treasurer, in case of absence; 2) Shall keep minutes of Student Government Association meetings and shall read the same at the next regular meeting; 3) Shall keep all records in permanent form; 4) Shall post minutes of the Student Government Association meetings and shall read the same at the next regular meeting; 5) Shall maintain communication with all student organizations; 6) Shall review a contract of these and other designated duties, 7) *Shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm.*

### **ARTICLE III**

#### **Appointed Positions**

**Section 1. Parliamentarian:** The President of the Student Government Association must appoint an individual of the Student Government Association to advise the President on Parliamentary procedure. The Parliamentarian shall also serve as interpreter of the Student Government Association Constitution and shall issue final clarifications on matters of procedure. *Further, the Parliamentarian shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm. This representative shall be a student who, at the time of their appointment, is carrying not less than 12 semester hours and must have a cumulative 3.0 GPA or above and must maintain a cumulative 3.0 GPA or above while in office.*

**Section 2. Staff Council:** The Student Government Association shall nominate, vote, and appoint an individual of the Fairmont State University student body to be the representative to the Staff Council. The Staff Council representative shall attend all Staff Council and Student Government Association meetings, serve on all assigned committees, report on developments to SGA, present proposals to Staff Council and report to Staff Council President any developments from Student Government Association. *Further, the Staff Council representative shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm. This representative shall be a student who, at the time of their appointment, is carrying not less than 12 semester hours and must have a cumulative 3.0 GPA or above and must maintain a cumulative 2.75 GPA or above while in office.*

**Section 3. Public Relations Director:** The President of the Student Government Association shall appoint an individual of the Fairmont State University student body to be the position of Public Relations Director. The Public Relations Director shall control, monitor, and manage the Fairmont State University Student Government Association's social media and any and all mediums of public relations that pertain to Fairmont State University Student Government Association. *Further, the Public Relations Director shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm. This representative shall be a student who, at the time of their appointment, is carrying not less than 12 semester hours and must have a cumulative 3.0 GPA or above and must maintain a cumulative 3.0 GPA or above while in office.*

**Section 2. Duties and Qualifications of Class Senators:**

A. These senators shall: 1) attend all Student Government Association meetings; 2) serve on all assigned committees; 3) vote on necessary matters at meetings.

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**Section 3: Duties and Qualifications of Representatives at large:**

A. These representatives shall: 1) attend all Student Government Association meetings; 2) serve on all assigned committees; 3) vote on necessary matters at meetings

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A. These representatives shall: 1) attend all Student Government Association meetings; 2) serve on all assigned committees; 3) vote on necessary matters at meetings; 4) *Shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm.*

**Section 4. Duties and Qualifications of Student Representatives to the Faculty Senate:**

A. These representatives shall: 1) attend all Student Government Association meetings; 2) serve on all assigned committees; 3) vote on necessary matters at meetings; 4) report on developments of the Senate to SGA; 5) present proposals on the Senate Floor; 5) report to the President of the Faculty Senate any developments from SGA.

C. These representatives shall be students who, at the time of their election, are carrying not less than 12 semester hours and must have a cumulative 2.75 GPA or above and must maintain a cumulative 2.75 GPA or above while in office.

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A. These representatives shall: 1) attend all Student Government Association meetings; 2) serve on all assigned committees; 3) vote on necessary matters at meetings; 4) report on developments of the Senate to SGA; 5) present proposals on the Senate Floor; 6) report to the President of the Faculty Senate any developments from SGA; 7) *Shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm.*

C. These representatives shall be students who, at the time of their election, are carrying not less than 12 semester hours and must have a cumulative 3.0 GPA or above and must maintain a cumulative 3.0 GPA or above while in office.

**Section 5. Student Representative to the Board of Governors:**

A. This representative shall: 1) attend all Student Government Association meetings; 2) serve on all assigned committees; 3) vote on necessary matters at meetings; 4) report on developments to SGA; 5) present proposals to the BOG; 6) report to the Board and Board of Governors Chair any new developments within SGA.

C. These representatives shall be students who, at the time of their election, are carrying not less than 12 semester hours and must have a cumulative 2.75 GPA or above and must maintain a cumulative 2.75 GPA or above while in office.

**Section 5. Student Representative to the Board of Governors:**

A. This representative shall: 1) attend all Student Government Association meetings; 2) serve on all assigned committees; 3) vote on necessary matters at meetings; 4) report on developments to SGA; 5) present proposals to the BOG; 6) report to the Board and Board of Governors Chair any new developments within SGA; 7) *Shall complete a total of twenty (20) service hours to assist with service projects of the organization each semester, ten (10) of which must be completed by midterm.*

C. This representative shall be a student who, at the time of their election, is carrying not less than 12 semester hours and must have a cumulative 3.0 GPA or above and must maintain a cumulative 3.0 GPA or above while in office.

**ARTICLE V - Committees**

**Section 1. Permanent Standing Committees**

**D. The Committee on Events/Design:**

This committee shall be responsible for organizing and scheduling events that target either campus-wide or Student Government involvement. It will also be the responsibility of this committee to aid the Public Relations Director of Fairmont State Student Government in the creation of content for Fairmont State Student Government's social media accounts across all platforms and mediums. This committee will be chaired by the Secretary and vice-chaired by the Public Relations Director.

**ARTICLE V - Committees**

**Section 1. Permanent Standing Committees**

**D. The Committee on *Campus Engagement*:**

This committee shall be responsible for organizing and scheduling events that target either campus-wide or Student Government involvement. It will also be the responsibility of this committee to aid the Public Relations Director of Fairmont State Student Government in the creation of content for Fairmont State Student Government's social media accounts across all platforms and mediums. This committee will be chaired by the Secretary and vice-chaired by the Public Relations Director.

**G. The Committee on *Public Engagement*:**

*This committee shall be responsible for organizing and scheduling events that target involvement within the surrounding Fairmont State University community that are not held on campus. This committee will also be responsible for maintaining an image of integrity within the community that is beneficial to the university. This committee will be chaired by a member of the voting body appointed by the President and maintains the ability to select their own vice-chair.*

**IV.** Absence Policy Members of the Student Government Association shall be allowed 3 unexcused absences. In the event of an absence, the member must submit a written excuse at least one day before the SGA meeting. The Executive Board shall determine the validity of submitted excuses. When a member passes the permitted 3 unexcused absence limit, they become subject to immediate expulsion.

**IV.** Absence Policy Members of the Student Government Association shall be allowed 3 unexcused absences. *Furthermore, 2 unexcused absences from a committee meeting equate to 1 unexcused fully body meeting.* In the event of an absence, the member must submit a written excuse at least one day before the SGA meeting. The Executive Board shall determine the validity of submitted excuses. When a member passes the permitted 3 unexcused absence limit, they become subject to immediate expulsion.