

Constitution (Bylaws on Page 11)

Preamble

The Bowdoin Student Government exists to empower students. It stands on campus as the democratically- elected, autonomous representative of the Student Body and receives its authority from those it serves. It seeks to be a partner to the faculty and administration in the leadership of the College while being a relentless advocate for student needs and desires. In its policies and programs, it aims to serve as a thoughtful and fearless voice for conveying student opinion to the campus and beyond. The Bowdoin Student Government also enables student leadership and creative pursuits. It works to improve student experiences and ensure full access to campus resources and opportunities. Above all, it strives to advance the College's most important goal – the education of students in a residential community.

Article 1. General Provisions

1) Name

The name of this Body shall be Bowdoin Student Government, and its members shall comprise of the General Assembly (“Assembly”) and the four Class Councils.

2) Objects

The Assembly shall pursue the objects stated in the preamble. The Assembly will act as a forum for ideas and represent the Student Body in campus decision-making processes. It will present student opinion to the administration and select representatives to sit on Faculty, College and Trustee Committees. It will pass resolutions and speak with the authority of the Student Body.

3) Authority

The Assembly is a permanent and ongoing Body with authority vested within its representatives and officers. The authority of this constitution is the basis for the conduct of all operations and business for this Assembly. The Assembly may, by a two-thirds majority vote of the Assembly, adopt or amend Bylaws. The Assembly will have the authority to charter organizations and to fund them through the Student Activities Fee.

4) Nondiscrimination Policy

The Assembly shall not discriminate on the basis of citizenship, economic status, ethnicity, disability, national origin, philosophy, political affiliation, race, religion, sex, sexual orientation, and/or gender identity. The Assembly shall discourage acts of discrimination within the Student Body and shall not restrict anyone's freedom of public speech, assembly, or expression.

Article 2. Membership

1) Elections

- a) Elections shall be conducted as outlined by the Election Rules and Regulations. No person who is a candidate shall be eligible to conduct elections. All candidates must

submit a statement of candidacy that shall be made available to the student body before elections.

- b) The President, Vice President and Chairs will be elected at-large by the Student Body in the spring.
 - c) Elections and the counting of votes will be done online with the assistance of Information Technology. In the event of technical failure, elections may be rescheduled or held by paper ballot.
 - d) Candidates shall be notified of results within 24 hours of closing the election.
- 2) Term of Service
- a) An elected representative shall take office at the final Assembly meeting of the semester, and shall serve for the duration of the term of the position unless they resign, leave the college, is expelled for nonattendance or misconduct, or is recalled.
- 3) Vacancy
- a) Assembly members shall fill vacancies as needed on each committee of the College where student representatives are required. All vacancies will be addressed at the next Assembly meeting. If one person is present and interested in the vacant position, they will be appointed with a majority vote of the Executive Committee. If more than one individual is interested in the vacant position, the vacancy will be filled by a special election outlined by the Bylaws. The election must be held within three weeks and will be administered by the Election Commission. A two-thirds majority vote of the Assembly can bypass this rule and allow the President to appoint a desired candidate. After spring vacation, no special election will be required to fill a vacancy; the President may appoint a candidate with a majority vote of the Assembly.

Article 3. Organization

- 1) Composition
- a) General Assembly of Bowdoin Student Government shall be composed of the following:
 - i) President; the Vice President of Student Government Affairs; the Chair of Academic Affairs; the Chair of Diversity and Inclusion; the Chair of Facilities and Sustainability; the Chair of the Treasury, and the Chair of Student Organizations; all of whom are elected at-large by the Student Body in the Spring.
- (1) Chief Executive
- (a) The Chief Executive shall be the President, who shall preside over the Assembly and the Executive Committee. The President shall delegate any and all responsibilities to those who are not otherwise assigned; shall serve as the Assembly's representative and official spokesperson; and shall serve, along with the Vice President of Student Government Affairs, as *ex officio* members on all standing committees. The President shall interpret the Assembly Constitution and Bylaws. All such decisions and/or

other official action of the President can be appealed and overturned by a majority vote of the Assembly.

ii) Two Development Representatives; the Counseling and Health Services Representative; the Dining and Campus Services Representative; the Information Technology (IT) Representative and the Sustainability Representative, all of whom will be selected by the Executive Committee in consultation with the respective office.

(1) There will be two Development Representatives, who will be selected by the Executive Committee in the Fall. These Development Representatives will either be First Years or Sophomores. They will be assigned to a Committee at the discretion of the Executive Committee. The aim is to select future potential BSG leaders who will not have a focused administrative liaison, but will gain broad exposure to the workings of the BSG.

iii) The McKeen Center Representative, who will be chosen by the Executive Committee in conjunction with the McKeen Center; the Sexuality, Women and Gender (SWAG) Representative, who will be chosen by the organizations under the SWAG office; the Office of Gender Violence Prevention and Education (OGVPE) Representative, who will be chosen by the organizations under the OGVPE office; the Athletics Representative, who will be chosen by the Bowdoin Student-Athlete Advisory Council (BSAAC); the Residential Life Representative, who will be elected by Residential Life student staff members; and the Multicultural Coalition Representative, who will be elected by the Multicultural Coalition.

iv) The four Class Presidents, and the four Class Vice Presidents each elected by their respective classes

(1) The elected Class Presidents and Vice Presidents will sit on the Assembly and on one committee for the entire year as decided by the Executive Committee. If no student chooses to run for the Class President or Vice President positions, the Executive Committee can decide to no longer have that year's Class President and/or Vice President sit on the Assembly. Instead the Executive Committee will then select a member to sit on the Assembly to fill those roles.

v) A Secretary and Director of Communications and Programming. These will be non-voting, paid positions.

vi) Appointment/election of Assembly members shall take place in the Spring, excluding the incoming first-year class council representatives, the rising senior class council representative and the six appointed representatives, which shall take place in the fall before the first Assembly meeting.

b) Leadership Council

i) The Leadership Council will be made up of the President of the Assembly and the President of each of the Class Councils. This council will serve as a coordinating and consulting body and must meet once at the

beginning of the Fall semester and once at the beginning of the Spring semester. Leadership Council reports will be delivered to the Assembly by the president. Meetings may be called by any of the five Presidents.

c) Class Councils

i) The Class Councils have been established to help promote the social and structural unity of the classes. The officers are empowered by the Assembly. Members of the class may approach these councils to suggest ideas and assist in the planning of activities. Members of the Class Councils will be elected by their respective classes. The Class Councils shall be comprised of the following offices: President, Vice President, Treasurer, Director of Programming, and Community Outreach Officer (COO), who will be selected by the Class Council.

2) Committees

a) There shall be seven standing committees. These committees shall be the Executive

Committee, the Committee on Student Affairs, the Committee on Academic Affairs, the Student Organizations Oversight Committee, the Student Activities Funding Committee, the Committee on Facilities and Sustainability, and the Committee on Diversity and Inclusion. The Committee on Appeals shall be formed when called by the President or Vice President. The Constitutional Review Committee shall be formed every two years. Any and all matters shall fall into the jurisdiction of the appropriate Committee. Each Representative to the Assembly shall sit on at least one committee. Each committee will be chaired by the President or an Executive Board Chair. The President and Vice President of Student Government Affairs shall serve as members *ex officio* on all committees. In consultation with the President, the Vice President of Student Government Affairs may create ad hoc committees, of which they serve as chair.

b) Executive Committee

i) The executive authority of the Assembly shall reside with the Executive Committee. The President, Vice Presidents, and Chairs will make up the Executive Committee of the Student Government Assembly. This Committee will act as an advisory body for the President and approve all appointments.

c) Committee on Student Affairs

i) The Committee on Student Affairs will deal with the Assembly's engagement in policy issues in the area of student life. It will receive and propose potential legislation, provide advice for the President and Chair of Student Affairs and discuss programming and policy initiatives. This Committee will be composed of the Chair of Student Affairs, who will serve as chair, the Counseling and Health Services Representative, the Athletics Representative, the ResLife Representative and one Class President. One Development Representative may be assigned by the Executive Committee.

ii) Representatives can be appointed to the assembly 'pro re nata' for the academic term, per the demand and needs of the general

student body as determined by the Chair of Student Affairs using student group interest as a proxy. Appointees must be confirmed by a two-thirds majority vote of the Assembly.

- d) Committee on Academic Affairs
 - i) The Committee on Academic Affairs will deal with the Assembly's engagement in policy issues in the area of academic life. It will receive and propose potential legislation, provide advice for the President and Chair of Academic Affairs and discuss programming and policy initiatives. This Committee will be composed of the Chair of Academic Affairs, who will serve as chair, the Curriculum and Educational Policy Representative, the Curriculum and Implementation Committee Representative, and one Class President. One Development Representative may be assigned by the Executive Committee.
- e) Student Organizations Oversight Committee (SOOC)
 - i) The Assembly is the organization on campus with the authority to charter student organizations. It does so through the Student Organizations Oversight Committee which works in collaboration with the Office of Student Activities. The final decision-making power regarding all student organizations and clubs rests with the SOOC.
 - ii) A charter is an organization's mandate to operate on campus. Charters are approved by the SOOC and grant an organization access to meeting spaces on campus and use of certain College properties. It also indicates whether or not an organization is eligible for SAFC funding.
 - iii) The Student Organizations Oversight Committee will deal with the Bowdoin Student Government's management of student organizations at the College. It will grant or deny proposed charters, review existing charters, provide advice for the President and the Chair of Student Organizations, and propose legislation related to club life
 - iv) The Committee will be composed of the Chair of Student Organizations, who will serve as chair, the Chair of the Treasury, the Vice President from each Class Council, and two At-Large Representatives, who are selected by the Chair of the Student Organizations and the Chair of the Treasury.
 - v) The Committee will operate according to the Student Organizations Oversight Committee Rules and Regulations which are created and maintained by the Assembly.
- f) Student Activities Funding Committee (SAFC)
 - i) The Student Activities Fee is a student-managed fund collected as part of the College bill. It is a distinct fee, explicitly for the purpose of supporting student life and under the exclusive control of students. It is administered by the Bowdoin Student Government through the Student Activities Funding Committee under administrative guidance but with no higher authority than the SAFC.
 - ii) Guidelines

(1) Funds from the Student Activities Fee may not be used as a donation to any off-campus organization or charity and must be for the benefit of the College community.

(2) Funds from the Student Activities Fee will only be allocated to student-led groups or projects.

(3) Funds from the Student Activities Fee may not be used to purchase alcohol or to finance any other illegal substance or activities.

(4) Other regulations for the funds will be outlined in the Student Activities Funding Committee Rules and Regulations.

iii) The Student Activities Funding Committee will be allocated the entirety of the Student Activities Fee, minus the operating budget of the BSG Assembly as determined by the Executive Committee and SAFC, to distribute to student organizations. This money may be returned to the BSG through the approval of the Student Activities Funding Committee. Only organizations that have been chartered by the Student Organizations Oversight Committee may receive funding. The SAFC will oversee the approval of operating budgets for some organizations in the spring, advise the Chair of the Treasury and allocate funding on a weekly basis.

iv) The Committee will be composed of the Chair for the Treasury, who will serve as chair, the Chair of Student Organizations, the Treasurer of each class and two At-Large Representative jointly appointed by the Chair of the Treasury, Chair of Student Organizations and President.

v) The Committee will operate according to the Student Activities Funding Committee Rules and Regulations and may change these rules with the approval of the Bowdoin Student Government Assembly.

vi) At the beginning of each academic year, the Student Activities Funding Committee will present its Rules and Regulations to the Bowdoin Student Government Assembly, propose any changes they might have at that time and receive a vote to approve their activities under these rules for the upcoming year. Additional changes may be made outside of this occasion if the Bowdoin Student Government Assembly permits it.

vii) The funding allocated to an organization by the Student Activities Funding Committee may not be used as a donation to any off-campus organization or charity and must be for the benefit of the College community.

g) Committee on Facilities and Sustainability

i) The Committee on Facilities & Sustainability will deal with the Assembly's engagement in policy issues regarding the physical and virtual infrastructure of the College. It will receive and propose potential legislation, provide advice for the President and Chair of Facilities and Sustainability and discuss programming and policy initiatives. This Committee will be composed of the Chair of Facilities and Sustainability, who will serve as chair, the Dining Services Representative, the Sustainability Representative, the IT Representative, and one Class President. One Development Representative may be assigned by the Executive Committee.

- h) Committee on Diversity and Inclusion
 - i) The Committee on Diversity and Inclusion will deal with the Assembly's engagement with institutional change that progresses the College's mission to be both diverse and inclusive to students of all backgrounds. It will receive and propose potential legislation, provide advice for the President and Chair for Diversity and Inclusion and discuss programming and policy initiatives. This Committee will be composed of the Chair of Diversity and Inclusion, who will serve as chair, the SWAG Representative, the OGVPE Representative, the Multicultural Coalition Representative, the McKeen Center Representative, and one Class President. One Development Representative may be assigned by the Executive Committee.
 - i) Committee on Appeals
 - i) The Committee on Appeals will deal with all student complaints related to the process of the Student Government Assembly or any of its committees (excluding elections). It will only meet when called by the President or Vice President for Student Government Affairs after receiving a complaint and will be empowered to rectify any process errors that have been made. This committee will be composed of the President, the Vice President for Student Government Affairs, one elected representative from each class, and one additional Assembly member of the appellants choosing.
- 3) Executive Committee
- a) The President, Vice President of Student Government Affairs, and the Chairs will make up the Executive Committee of the Student Government Assembly. This Committee will act as an advisory body for the President and approve all appointments.
- 4) Unforeseen Emergency Committee
- a) In the event of a sudden emergency or tragedy, as determined by the President or by a majority of the Executive committee, either on-campus or nationally, the President and available Executive Committee must meet within seventy-two hours to discuss issuing a Student Government statement. This committee should also work to include more members of the Student Government in meetings. The Assembly should be contacted and given a certain number of hours to vote on the immediate Student Government response.
 - b) If the emergency specifically relates to a particular identity, the Unforeseen Emergency Committee must work with community leaders from that group (affinity groups, student programs, clubs, etc.) before publishing a statement or organizing an event.
 - i) Consulting student groups may be overruled by a unanimous vote from the Committee.
 - c) The Unforeseen Emergency Committee may be dissolved by a 2/3 majority vote
- 4) Staff
- a) The Executive Committee may hire a paid, independent Secretary to keep minutes at Assembly meetings as well as the Director of Programming, Operations and Communications. The President may create additional unpaid staff positions and make

appointments to them with the approval of the Executive Committee. These positions will act under their purview, and will attend Assembly meetings but not vote.

Article 4. Procedure

1) Meetings

- a) The Bowdoin Student Government Assembly shall hold a meeting at least every week, unless found unnecessary by the Executive Committee. Meetings shall be conducted in a respectful and welcoming environment and in accordance with the Bylaws. The structure of meetings will be explained by the President at the first meeting.
- b) Students who wish to express an opinion before the Assembly may do so during a designated Public Comment Time, which will be a minimum of five minutes if students are present at the beginning of each meeting. If no students are present, the assembly may proceed with its meeting.
- c) Any non-member student that would like to propose a bill before the Student Government should do so by submitting it to the appropriate committee of the Student Government Assembly or by having it endorsed by one of their class representatives.
- d) Any student concern may be brought to a meeting of the Assembly or to any of its members, and it will be given consideration by the Assembly.

2) Quorum

In order for a vote to be held, a meeting of the Assembly must have two-thirds of its membership (not including unfilled positions) present.

3) Motions

A motion may be made by any member of the Assembly. No motions will be allowed unless permitted by the Bylaws of the Assembly.

4) Referendum

- a) A two-thirds vote of the Assembly or submission of signatures equal to twenty percent of the Student Body on a student-initiated petition shall bring any issue to a student referendum, except the recall of the members of the Executive Committee.
- b) Student-initiated petitions may only be presented on an official Student Government Assembly form, the distribution of which will be controlled by the Executive Committee. Once the student initiating the petition has requested a form and clarified the intention of the petition, they may not, under any circumstances, be denied the form by the President, or Vice President.
- c) The entire Student Body shall be entitled to vote. One-third of the Student Body shall constitute a quorum. A two-thirds majority vote constitutes passage of a referendum.
- d) The referendum shall be run by the Vice President of Student Government Affairs.
- e) Petitions shall be presented to the President and acted upon within three weeks.
- f) A Referendum may be overturned by three-fourths of the assembly with exception of a referendum on the Constitution.
- g) The Executive Committee shall be the governing body of all referenda.

Article 5. Bylaws

- 1) The Assembly will adopt Bylaws to govern its processes by a two-thirds vote of its membership. These Bylaws are superseded by and may not conflict with the Constitution.
- 2) Included within these Bylaws will be the Rules of Order for Assembly meetings, the Election Code, the Rules and Procedures of the Student Organizations Oversight Committee and the Rules and Procedures of the Student Activities Funding Committee.

Article 6. Accountability

- 1) Transparency

Any document or record produced by the Assembly shall be a matter of public record, with such exceptions as the Bylaws or Executive Board may prescribe. The proceedings of meeting and meeting minutes are to be made public unless the President has moved the meeting into executive session.

- 2) Officers

Every officer or representative who exercises any power or duty under the authority of this constitution, or who represents the Assembly, is accountable to the Student Body and the Assembly. The Assembly may move to expel any officer or member in accordance with the Bylaws.

- 3) Recall

Recall shall be defined as the removal of an individual from an elected office by the electing body. A petition calling for a recall of an elected official, bearing the names of at least fifty percent of students on campus for that semester must be presented at a regular meeting of the Assembly. A campus-wide vote on the issue must be held within two weeks of the meeting at which the petition is presented. The Elections Commission, excluding any officer at question for recall, shall supervise the election of the new official.

- 4) Expulsion

- a) A member may be removed from the Assembly by a two-thirds vote of the Assembly. The Assembly will immediately begin the process by which the member was originally chosen to fill the empty seat. If the removal takes place within three weeks before a regularly scheduled election or appointment, the seat will remain unfilled.
- b) When there is a vacancy in the Executive Committee, the Assembly shall elect one of its members to fill the vacancy.

Article 7. Amendment and Suspension of Rules

- 1) Constitutional Review Committee

There shall exist a Constitutional Review Committee. The Vice President of Student Government Affairs or their designee shall chair the Committee. Its members will be appointed by the Executive Committee, and all representatives of the Assembly are eligible to serve. Only Committee members shall maintain voting privileges on suggested amendments; however, all

Assembly members may make and second motions from the floor. No proposed amendment to this Constitution or the Bylaws shall be considered as new business by the Assembly without having been considered by this Committee.

2) Constitutional Amendments

a) Assembly Action

Constitutional amendments may be proposed by a four-fifths majority of the Assembly and ratified by a two-thirds majority of the Student Body voting in a referendum in which one-third of the Student Body voted. The Assembly must take appropriate measures to inform and educate the Student Body about the changes proposed.

b) Student Body Action

i) Constitutional amendments may be proposed by a petition containing signatures representing twenty percent of the Student Body and ratified by a two-thirds majority of the Student Body that votes. The results of such a referendum will only be valid if at least one-third of the Student Body has voted.

ii) Student-initiated constitutional amendments may only be presented on an official Student Government Assembly form, the distribution of which will be controlled by the Executive Committee. Once the student initiating the petition has requested a form and specified the exact constitutional change desired, they may not, under any circumstances, be denied the form by the President or a Chair.

3) Amendment and Suspension of Bylaws

a) Bylaws and revisions to them may be proposed by the Student Government Affairs Committee or any member of the Assembly. In order to amend the Bylaws, a two-thirds majority of the membership of the Student Government Assembly (not including unfilled positions) is required. All amendments to the Bylaws must be voted on twice, with the votes occurring in two separate meetings, before they are ratified.

4) A Constitutional Review Committee must be created at least every other year. The Constitution must either be amended that year or a resolution must be passed by a majority of the Assembly that no amendment is needed.

Bylaws

*Bylaws of the Bowdoin Student
Government
With Amendments*
revised April 2022

Article I Meetings

A. Meetings shall be run in a respectful and welcoming environment. The following Rules of Order must be followed to ensure this environment, but those from outside the General Assembly of Bowdoin Student Government (“Assembly”) should not be required to know them in order to contribute meaningfully to dialogue.

B. The Assembly shall meet regularly by rule or at the call of the Executive Committee.

C. The Assembly shall be governed by whatever procedure the chair sees fit. Any member of the Assembly may make a motion to invoke the Rules of Order outlined in section D at any time. This motion requires a second but does not require a vote. However, in order to vote or submit legislation the rules of order must be in effect. In order to exit the Rules of Order, a motion to suspend the rules must be passed. In the event of a vote, at the conclusion of the vote we will revert to the chair’s discretion.

D. Rules of Order

i. Legislation will receive a first reading and will be voted on at the following meeting.

ii. Meetings will automatically adjourn at 10:00pm.

iv. Any of the above rules may be temporarily suspended by a 2/3 vote of those present.

v. The Constitution does not allow official business to be conducted without the presence of 2/3 of the Assembly’s membership (not including unfilled seats).

vi. The Chair only votes in the event of a tie or when the Constitution mandates that they do so.

vii. All votes will be decided based on those present except those votes for which the Constitution requires that the Assembly's entire membership be taken into account.

viii. The President may enact Executive Action suspending legislation, suspending impeachment proceedings following the introduction of articles of impeachment, enacting emergency procedure, and authorizing action as necessary should the Assembly not be able to meet or should procedure preclude quick action.

a. The President may not suspend impeachment proceedings following the introduction of articles of impeachment if they are directed at the President.

b. A 2/3-majority vote is necessary to overturn Executive Action.

E. Parliamentary Procedure

i. This procedure is established to provide a structural framework for Assembly meetings. However, the emphasis should never be on the parliamentary procedure. If decided by the President, these are not mandatory to uphold.

ii. If the assembly chooses to uphold parliamentary procedure, the current edition of Robert's Rules of Order Newly Revised may govern the procedures of each meeting, excepting the rule precluding suspending the rules when it is a By-law.

iii. Motions (in descending order of precedence)

a. Point of Order: may interrupt anything in order to shed light on a procedural or parliamentary error.

b. Introduce Legislation: any member may introduce legislation to be included for discussion; requires no second or vote.

c. Amend: both legislation and motions may be amended; requires a second and a majority vote.

d. Vote: forces a vote on the matter at hand, stopping all debate and negating the 2-week rule; requires a second and a 2/3 majority vote.

e. Table: legislation may be laid on or taken from the table by a second and a majority vote; the legislation being discussed during automatic adjournment will be automatically tabled until the next meeting.

f. Suspend the Rules: rules i, ii, and iii in § C above may be suspended by a 2/3 vote of those present.

h. Recess: requires a second and a majority vote to dismiss the meeting for a specific period of time.

i. Adjourn: the acting president may adjourn the meeting once the agenda is completed and there are no objections to adjournment.

j. Point of Information: anybody may ask a question of the Chair regarding procedural, parliamentary, or legislative issues.

F. Agenda

i. The President, as part of their constitutional authority, sets the Agenda for the meeting. Public Comment Time must be included at the meeting, but need not be at the beginning of the meeting. Any member may introduce a piece of legislation as per § D.ii.b, which will be included on the agenda.

G. Executive Session

i. A 2/3 vote of the Assembly present may move the Assembly into Executive Session.

ii. During Executive Session, all non-members of the Student Government must leave the room.

a. At the discretion of the Chair, Student Government Staff and Advisors and former Student Government members may be allowed to stay.

b. The subject of an impeachment proceeding has every right to remain in the room during the entirety of his impeachment proceeding, including Executive Session.

d. Any other person may be admitted into Executive Session to communicate sensitive information by a further 2/3 vote of those present.

iii. No computers are to be used during Executive Session except with the permission of the Chair.

iv. Any notes taken during Executive Session must be given to the Chair before returning to normal business to ensure that no sensitive information has been copied.

v. The Secretary may only take minutes during Executive Session if so directed by the President and a majority of the Assembly present. These minutes will be available only to the members of the Assembly.

vi. No votes may be taken during Executive Session.

vii. All impeachment proceedings (excepting the final vote) should take place during Executive Session.

H. Chairperson

- i. All meetings will be chaired by the President of the Bowdoin Student Government.
- ii. Should the President be unable to attend a meeting, the Chair pro tempore shall be determined by the Order of Succession to the Presidency.
- iii. The President must designate the Vice President for Student Government Affairs as Chair while they presents a piece of legislation.

Article II Attendance

A. Procedure

- i. The Vice President for Student Government Affairs shall call roll at the beginning of each regular Assembly meeting. The Chair of each Committee shall call roll at the beginning of each Committee meeting.
- ii. All absence records shall be cleared at the end of each semester.

B. An absence is defined as any member who, with no prior authorization from the Vice President for Student Government Affairs, misses more a given Assembly meeting.

C. The Vice President for Student Government Affairs shall notify any member within one absence of expulsion from the Assembly or removal from a Committee.

D. Expulsion.

- i. Any member of the Assembly that has been absent from a minimum of three regular session meetings of the Assembly, a minimum of three primary committee meetings, or a combined minimum of five absences from either regular session Assembly meetings or primary committee meetings, become eligible for involuntary expulsion from the Assembly. Expulsion from the Assembly occurs by majority vote of the Executive Committee.

ii. The Vice President for Student Government Affairs must notify the member of their expulsion no more than forty-eight hours after a regular meeting of the Assembly.

iii. The expelled member may appeal the decision to the Executive Committee and the Committee may reinstate the member by a 2/3-majority vote.

Article III Rules, Procedures, and Guidelines of the Student Organizations Oversight Committee and Student Activities Funding Committee

A. The Student Organizations Oversight Committee and the Student Activities Funding Committee shall establish and review their rules, procedures, and guidelines every semester. They will be ratified by a 2/3-majority vote of the Assembly.

i. Amendments to committee rules, procedures, and guidelines require legislative introduction by the Chair of the committee in question.

ii. All members of the committee in question should be present at the Assembly meeting when ratification will be conducted should the Assembly have pertinent questions.

Article IV Officers of the Student Body

A. All members or potential members of the Bowdoin Student Government shall sign an agreement stating that they are in good standing with the College, shall be automatically removed should they fall out of good standing during their tenure, and authorizing the Dean's

Office to inform the President of the Bowdoin Student Government should they fall out of good standing.

i. This removal may be appealed and overturned by a majority vote of the Executive Committee.

ii. The person in question may decide to inform the President of Bowdoin Student Government and not appeal their removal.

a. The Assembly will immediately begin the process by which the member was originally chosen to fill the empty seat.

B. Election of the President, Vice President, and Chairs of Bowdoin Student Government

i. The President, Vice President, and Chairs will be elected at-large by the Student Body in the spring.

ii. Elections shall be conducted as outlined by the Election Rules and Regulations.

a. No person who is a candidate shall be eligible to conduct elections.

b. All candidates must submit a statement of candidacy that shall be made available to the student body before elections.

c. Elections and the counting of votes will be done on-line with the assistance of Information Technology. In the event of technical failure, elections may be rescheduled or held by paper ballot.

d. Candidates shall be notified of results within 24 hours of closing the election.

iii. Unless the Assembly is in recess, when there is a vacancy in the Executive Committee, the Assembly shall elect one of its members to fill the vacancy.

a. In the event that the Office of the Chair of the Treasury becomes vacant, voting rights and eligibility to run will be extended to all members of the SAFC.

b. In the event that the Office of the President becomes vacant, see Article IV (D).

iv. No person may fill more than one seat on the Assembly simultaneously, except the Acting President.

C. Officers and Responsibilities, in order of succession to the Presidency.

i. President – The President is the primary representative of student opinion to administrators and the leader of the Bowdoin Student Government. They chair the Assembly, the Executive Committee and the Leadership Council, sit as an ex officio member of all Student Government committees, attend Faculty Meetings, serve as a Student Representative to the Board of Trustees and as a member of the Trustee Executive Committee. The President sets the agenda

for the Assembly, identifies priorities for the Executive Committee, and directs the activities of the Bowdoin Student Government. They oversee and support all functions of the Bowdoin Student Government. Students who have not served as members of the Assembly are ineligible to serve as President.

ii. Vice President for Student Government Affairs – The Vice President for Student Government Affairs is responsible for organizing and supporting all activities of the Bowdoin Student Government. They chair the Student Government Affairs Committee, sits as a Student Representative to the Board of Trustees and serves as an alternate to the Executive Committee of the Trustees. The Vice President for Student Government Affairs is responsible for ensuring the smooth functioning of the Bowdoin Student Government through membership oversight and maintenance of the constitution, bylaws, budget and regular processes. They will also oversee elections and appointments to committees of the College. In the event that the President is temporarily unable to fulfill their duties, the Vice President for Student Government Affairs will serve as Acting President until the President reassumes their responsibilities.

iii. Chair of Student Affairs – The Chair of Student Affairs is responsible for all Bowdoin Student Government policy and programming initiatives in the area of student life. They chair the Student Affairs Committee and sits as a member of the Trustee Committee on Student Affairs. The Chair of Student Affairs is responsible for liaising with administrators in the Student Affairs Division of the College, crafting Bowdoin Student Government policy related to student life and providing specific programming to support Bowdoin Student Government initiatives.

iv. Chair of Academic Affairs – The Chair of Academic Affairs is responsible for all Bowdoin Student Government policy and programming initiatives in the area of academic life. They chair the Academic Affairs Committee and sits as a member of the Trustee Committee on Academic Affairs and on the Curriculum and Education Policy Committee. The Chair of Academic Affairs is responsible for building relationships with faculty, liaising with administrators in the Academic Affairs Division of the College, crafting all Bowdoin Student Government academic policy and representing the Bowdoin Student Government in campus dialogue regarding the curriculum and academic program.

v. Chair of Diversity and Inclusion – The Chair of Diversity and Inclusion is responsible for all Bowdoin Student Government policy and programming initiatives in the area of diversity and inclusion. They chair the Committee on Diversity and Inclusion. The Chair of Diversity and Inclusion is responsible for liaising with administrators in the Diversity and Inclusion Division of the College, crafting Bowdoin Student Government programming related to diversity and inclusion and representing the Bowdoin Student Government in campus dialogue regarding diversity and inclusion.

vi. Chair of Student Organizations – The Chair of Student Organizations is responsible for managing all Bowdoin Student Government processes related to club life. They chair the Student Organizations Oversight Committee and sits as a member of the Student Activities Funding Committee. The Chair of Student Organizations, along with the Chair of the Treasury, is the Bowdoin Student Government liaison to the Student Activities Office and oversees all chartering, club support and review processes.

vii. Chair of the Treasury – The Chair of the Treasury is responsible for overseeing the club funding process. They chair the Student Activities Funding Committee and sit as a member of the Student Organizations Oversight Committee. The Chair of the Treasury, along with the Chair of Student Organizations, is the BSG liaison to the Student Activities Office and the primary manager of the Student Activities Fee. The Chair of the Treasury shall also provide regular updates to the status of the BSG Funds and Student Activities Fee.

viii. Chair of Facilities and Sustainability –The Chair of Facilities and Sustainability is responsible for all Bowdoin Student Government policy and programming initiatives related to the physical and virtual infrastructure of the campus. They chair the Facilities and Sustainability Committee and sit as a member of the Trustee Committee on Facilities and Properties and the Campus Planning and Design Committee. The Chair of Facilities is responsible for liaising with administrators in the Facilities and Information Technology Divisions of the College, crafting all Bowdoin Student Government facilities policy, advocating for improved student services and spaces and representing the Bowdoin Student Government in campus dialogue regarding future development.

D. Resignation of the President

i. In the event that the President of the Bowdoin Student Government resigns while the Assembly is in session, a special election will be held.

a. The Vice President for Student Government Affairs will become Acting President until a new President is elected.

1. The Acting President will still hold the office of the Vice President for Student Government Affairs.

2. The Acting President, unless they are elected to a full term, will remain Vice President for Student Government Affairs upon the election of a new President.

b. This special election must be held no more than 3 weeks after the date of resignation.

c. This election will be governed by all regular election rules as established in Article V of the Bowdoin Student Government Bylaws.

ii. In the event that a current member of the Bowdoin Student Government Assembly, including members of the Executive Committee, wins the special election, they will resign their current office upon assuming the Presidency.

a. This vacant office will be filled according to the procedures outlined in Article 4 (A) of the Bowdoin Student Government Bylaws (for Executive Committee Members) or Article

2 (3) of the Bowdoin Student Government Constitution (for non-Executive Committee Members).

E. Recess Appointments

- i. A recess will be defined as any period when the Assembly is not in session.
 - a. The assembly is defined as being out of session in the period between the last Assembly meeting of a spring semester and the first meeting of the following fall semester.
- ii. In the case of a recess resignation of the President, Article IV (D) applies with the following modifications:
 - a. The special election will be held no more than 3 weeks after the start of the fall semester.
 - b. All members of the Executive Committee are eligible to run in the special election.
- iii. Excepting the resignation of the President, in the event of a resignation of a member of the Executive Committee during a recess, the remaining members of the Executive Committee will proceed with the following procedure:
 - a. The Executive Committee will inform the Student Body of the resignation.
 - b. The Executive Committee will announce the search process for an Interim Chair and will invite all members of the Student Body to apply for the position of Interim Chair
 1. The Class Representatives of the Sophomore and Junior Class Councils, elected in the Spring semester preceding the recess, are eligible to apply.
 2. The two At-Large Representatives, elected in the Spring semester preceding the recess, are eligible to apply.
 - c. The Executive Committee will review all applications received.
 - d. The Executive Committee will, by majority vote, determine who the Interim Chair will be from the applicant pool. The President will serve as a tie-breaker.
 - e. The Executive Committee will announce the results to the Student Body immediately following the appointment of the Interim Chair.

iv. As a full member of the General Assembly, the Interim Chair will have the full voting powers and fulfill all duties and responsibilities pertaining to that of the regular Chair position.

v. Pursuant to Article 4 (A) (iii) of the BSG Bylaws, the Interim Chair position will exist until an internal election within the Assembly is held, in which the Assembly will elect one of its members to fill the seat. This internal election must take place no later than the 4th meeting of the Bowdoin Student Government Assembly.

a. The same exception that applies to a vacancy in the Office of the Chair of the Treasury will apply here, see 4 (A) (iii) (a).

F. Impeachment

i. Any member of the Bowdoin Student Government may introduce Articles of Impeachment in Executive Session, along with the formal complaints they would like to be considered, against another member.

a. The member filing Articles of Impeachment shall hereby be referred to as the Petitioner.

b. The member who is subject to impeachment shall hereby be referred to as the Respondent.

c. The Petitioner will inform two members of the Executive Committee of their intention to impeach. These members shall inform the respondent of the proposed Articles no less than 24 hours before the meeting where the Articles shall be introduced.

ii. Introduction of each complaint of the articles of impeachment must be considered by the Assembly in Executive Session and can be adopted by a majority vote of the Assembly of the Bowdoin Student Government.

a. This vote shall take place in Executive Session and shall be held at the next meeting of the General Assembly following the introduction of Articles of Impeachment.

b. This vote shall be taken by secret ballot.

c. The proposed articles of impeachment will not appear in the Agenda or Call to Order of the pertinent meeting.

d. If Articles of Impeachment are introduced and fail to receive a majority vote, they cannot be reintroduced.

iii. Impeachment proceedings will be conducted as outlined in the By-Laws.

a. The President shall be the Presiding Officer of the impeachment proceedings.

b. Should the President be unable to carry out this duty due to their impeachment or recusal, the Vice President and Chairs, in order of succession to the Presidency, shall preside.

iv. The Respondent shall retain the following rights and privileges:

a. The right to resign up until the appointed starting time for their impeachment proceedings.

b. The right to remain at the entirety of their impeachment proceedings, and also the right to remain absent for part or all of their proceedings.

c. The right to appoint a member of the Bowdoin Community, be they faculty, staff, or student, to be their representative during their impeachment proceedings. This person shall be automatically allowed to remain during Executive Session. The Respondent's Representative shall be allowed to remain for as long as the Respondent desires.

1. This person shall hereby be referred to as the Respondent's Representative.

v. Impeachment Procedure

a. The Respondent and the Petitioner will be allowed to make a statement to the public before impeachment proceedings begin.

b. The General Assembly will enter into Executive Session.

c. The Presiding Officer shall provide an opening statement and read the claims.

d. The Petitioner shall explain their introduction of articles of impeachment and explain the reasoning behind each complaint adopted.

e. The Respondent shall speak on their behalf.

1. Should the Respondent desire, the Respondent's Representative shall also be allowed to speak on the Respondent's behalf.

f. Each member of the General Assembly shall make a statement, in order of roll call, excepting the Presiding Officer, who shall speak last.

g. The General Assembly will enter into a question and answer session.

h. The Presiding Officer will provide a closing statement.

i. Voting will be conducted, by secret ballot, for each complaint the Petitioner has introduced. The Presiding Officer and one other member of the Executive Committee, chosen by the Presiding Officer, shall count the ballots and the Presiding Officer shall read the result of the vote on each complaint to the General Assembly.

1. If there are multiple Respondents, the result of each vote shall be read after the proceedings for all Respondents have been completed.

2. Both the Respondent and the Petitioner shall be entitled to vote on the merits of the Articles of impeachment and shall vote on the final ballot.

3. Should any complaint be adopted by 2/3 of the Assembly, the Respondent shall be removed indefinitely from their position.

i. The Assembly can by a further 2/3 vote decide to make this removal permanent.

a. Should the Assembly decide the removal is permanent, the Assembly will immediately begin the process by which the member was originally chosen to fill the empty seat.

4. Unless the Assembly has voted to make the removal permanent, the Respondent may apply for reinstatement at any time after 2 full Assembly Meetings have occurred.

i. Should the Respondent choose not to apply for reinstatement after 2 full Assembly

meetings have occurred, they will be considered removed permanently and the Assembly will immediately begin the process by which the member was originally chosen to fill the empty seat.

ii. Following the vote of removal, The Assembly can by 2/3 vote, additionally adopt stated criteria that the Respondent must achieve before reinstatement shall be considered.

iii. Should the Assembly reject two separate applications for reinstatement, the Respondent shall be considered removed permanently and the Assembly will immediately begin the process by which the member was originally chosen to fill the empty seat

j. The Presiding Officer shall announce the decision of the General Assembly.

G. Staff

i. The Executive Committee will hire a paid, independent Secretary to keep minutes at Assembly meetings as well as a Webmaster to maintain the website.

ii. The President may create additional unpaid staff positions and make appointments to them with the approval of the Executive Committee. This includes the Programming Director who will be appointed by the Executive Committee, will act under its purview, and will attend Assembly meetings but not vote.

Article V Elections Rules

A. Definitions

i. Campaign materials shall be defined as materials purchased and/or used by the candidate or their campaign, for the purpose of advancing said candidacy.

ii. Campaigning shall be defined as any act used by the candidate, or their campaign, for the purpose of advancing said candidacy.

iii. A constituency is the pool of eligible voters for each respective office.

iv. Private shall be defined as that which is not in the general view, not widely known, and not facilitated by College.

v. Public shall be defined as that which is not private. For the purposes of BSG elections all College forums or forums sponsored by College Organizations shall be considered public.

vi. A campaign shall be defined as any person acting on a candidate's behalf.

B. Qualifications

- i. No person shall be a candidate for more than one office simultaneously.
- ii. Candidates must submit a petition to the election coordinator by the designated deadline to be eligible to run.
- iii. Class Councils: Candidates must secure at least fifteen signatures from their respective constituency. Signatures may be collected online, but responses must be identifiable through either email or full name.
- iv. Bowdoin Student Government Officers and Elected At-Large Representatives: Candidates must secure at least fifteen signatures from the entire student body.
- v. Candidates for the Bowdoin Student Government President must have attended at least one Assembly, either as a member of the public or Assembly, before filing to run .
- vi. Candidates are required to attend an Information Session, or watch a video recording.
- vii. Candidates must be enrolled in the College for the entire academic year for which they are running excepting the BSG Representatives and Vice President of the Junior Class.

C. Campaigning

- i. Candidates shall not use College funds or resources for campaign purposes. This does not include the use of college-funded media outlets.
- ii. Candidates shall not provide gifts or giveaways to constituents while campaigning.
- iii. Candidates shall not hold election campaign parties. Furthermore, organizations cannot hold such parties on behalf of the candidate.
- iv. Candidates shall not tamper with or electronically manipulate the voting process.
- v. Campaign materials must be removed when the election ends.
- vi. Campaign materials, especially posters, are not to be hung on glass doors.
- vii. Campaigning through mass e-mails is expressly prohibited. This includes the use of group aliases or mailing lists, including those belonging to dorms, houses, classes, and clubs.
- viii. Candidates are bound to the Social and Honor Codes.

ix. Candidates will be given the choice of three packages for use at the College Copy Center for campaign materials.

Option One: 60 posters (size 11x17) Option Two: 80 posters (size 8.5x11) Option Three: 30 posters (size 11x17) and 40 posters (size 8.5x11)

Candidates reserve the right to petition the Election Committee for alternative uses of

campaign funds. Candidates may not spend money on any campaign materials outside of the packages provided by BSG at the Copy Center. x. Campaigning and election By-Laws will be reviewed before each spring election cycle and will be introduced to the Assembly by the President.

D. Other

- i. Elections must last for at least twenty-four hours.
- ii. The Elections Commission shall be composed of all non-candidate members of the Executive Committee. The Director of Student Activities shall sit as a non-voting member. In the event that the number of non-candidate Executive Committee members falls below three, all senior members of the BSG Assembly will join the Commission.
- iii. This body has the final authority related to these matters.
- iv. The Elections Commission may choose to publicly warn and/or disqualify a candidate who violates the Election Rules and/or they may cancel and reschedule an election in which a candidate has committed a violation.
- v. All candidates have a right to a hearing in the event that they are accused of violating an election rule.
- vi. Candidates may ask the Elections Commission to reconsider their ruling.
- vii. In an election with more than two candidates running for the same position, ranked choice voting will be implemented as follows:
 - a. Voters will be asked to rank up to the number of candidates running for a position
 - b. Should no candidate receive more than 50% of the first-choice votes, an instant runoff will occur, where the candidate that has the fewest number of first choice votes is removed from the ballot, and their votes will be allocated to the voter's second choice, if applicable. If again, no candidate reaches a majority, the candidate with the lowest number of votes

will be removed from the ballot, and their voter's votes will be allocated to their next top choice, if applicable. This process will repeat until a single candidate has the majority

c. In the event that two or more candidates tie for the lowest number of first-choice votes, they will both be removed from the ballot and have their votes reallocated.

d. In the event of a tie, the two candidates will participate in a runoff election, held at the discretion of the Election Commission.

e. In the event of a technical failure, the votes will be calculated using plurality, based on first-choice votes only.

Article VI Student Representatives to Committees of the Faculty and Trustees

A. A complete list and description of all committees shall be updated as necessary by the Vice President for Student Government Affairs, and shall be available on the web.

B. Appointments to the various College, Faculty, and Trustee committees will be made by the Executive Committee.

C. Selection Criteria

i. Any student who is currently enrolled at Bowdoin and who, to the best of their knowledge, will be enrolled for the entire term of their service is eligible for committee positions.

ii. In the event an appointed student will be absent for part of the term of office on the committee, it will be the student's responsibility to inform the Student Government immediately and assist in the selection of a replacement.

D. Responsibilities of the Representatives

i. Students representatives to the Faculty and Trustee Committees shall serve one-year terms from May to May, with the following exceptions.

a. The student representative to the Financial Planning Committee shall be appointed to a two-year term.

Article VIII Handling of Funds and Contracts

A. All allocations from the Bowdoin Student Government account must be approved by the Bowdoin Student Government Assembly.

i. Members of the Executive Committee may use up to \$150 in furtherance of their official duties without an allocation.

B. Withdrawals

i. No withdrawals over \$100 may be made from the Bowdoin Student Government account without written authorization from either the President or Vice President for Student Government Affairs.

ii. The President and Vice President for Student Government Affairs may not authorize withdrawal of funds that have not been allocated as per above.

C. Contracts

i. No contract may be entered into on behalf of the Bowdoin Student Government without the express written authorization of the President and Vice President for Student Government Affairs.

ii. The President and Vice President for Student Government Affairs may not enter into a contract on behalf of the Bowdoin Student Government without the authorization of the Bowdoin Student Government Assembly.

iii. Any individual misrepresenting their ability to enter into contracts on behalf of the Bowdoin Student Government will be subject to impeachment and dismissal and such contractual obligations will be their sole responsibility.