

**The
Constitution
Of
Student Government
Association**

STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

We, the members of the American University of Afghanistan Student Body, in order to provide a forum for student expression; to participate in the management of the University; to foster student-staff relations; to promote the University values; to provide direction for student activities; and to promote the general welfare of the school, do establish this Student Government Association of the American University of Afghanistan with this Constitution.

ARTICLE I:

The purposes of the Student Government Association shall be defined as follows:

- a. To foster student and faculty/staff relationships.
- b. To help in the comprehensive development of students at AUAF.
- c. To promote the general welfare of students.
- d. To provide direction to and actively participate in student activities, service projects, and other campus events.

ARTICLE II: Membership

Section 1. Every enrolled student, so defined by the regulations of the American University of Afghanistan, is the member of a Student Body and has equal voice and vote with their fellow students. Every student is subject to this Constitution and the rules of the Student Body.

Section 2. The governing organization of the Student Body shall be known as the Student Government Association of the American University of Afghanistan. The Student Government Association is recognized as the representative organization of the Student Body and as such supersedes all other student organization.

ARTICLE: III: Representatives

Section 1. The Student Government shall be comprised of representatives chosen by the American University of Afghanistan Student Body and serve for a term of one year. Each representative will have one vote.

Student Government Representatives are apportioned as follows.

- a. President
- b. Vice President
- c. Secretary
- d. Residence Halls Representative – Female
- e. Residence Halls Representative - Male

Section 2. The five officers (president, vice president, secretary, and two residence halls representatives of the SGA shall be elected by simple majority votes of all the students enrolled in UG program.

Dates and times of the election will be determined by the Election Commission.

The Election commission shall be comprised of two former SGA members nominated by the Former President who are not running for elections and are willing to volunteer, and two officials from Student Affairs Department.

Section 3. The members of the SGA are among those students which are held in high regard by the greater student body. To qualify as an SGA member a student must have a record free and clear of all disciplinary action(s).

SGA members should be well aware of the AUAF Student Handbook and the Code of Student Conduct and Honor Code and Pledge contained therein. SGA members should work diligently to avoid violations to such. The Office of Student Affairs and/or its appointed representative will notify the SGA President or the next officer in line of succession immediately should an SGA member or officer to be found responsible of a violation to either the Code of Conduct or Honor Code. The SGA member or officer will be suspended immediately and a special meeting of the SGA will be called. The remaining members will be presented the facts of the finding and the outcome thereof and will decide based solely on the information presented as to internal sanctions against the member. In the event of a reported Honor Code violation the minimum internal sanction will be removal from position and/or office held.

Section 4. The President of the Student Government with consent of other executive board members shall determine meeting rules and procedures, compel the attendance of members, and establish meetings times and locations to ensure that meetings are held at least twice a month.

Section 5. The student Government shall require a quorum of no less than two members of the current executive board to conduct business.

Section 6. All Representatives are compelled to attend student Government meetings and sponsored functions. In every semester (Spring and Fall), after two (2) unexcused absences or four (4) total absences in SGA meetings and SGA events/functions, any student Government member in good standing may request the president to add to the agenda of the immediate upcoming meeting a vote on removing the absent member from the organization, in accordance with the provisions of this constitution. Absence in SGA functions/events without prior notice is equivalent to unexcused absence from meeting. Vacant seats will be filled as outlined in the constitution.

Section 7. All Representatives are able and strongly encouraged to propose ideas to the Student Government for their consideration. Prior to bringing proposals to vote, Student Government Representatives will investigate proposals in committees in order to ensure their feasibility.

The assignments of the committees will be determined jointly by all members of the student government. The following will serve as standing committees for the student council: Academic Committee, Student Organization, Event Management Committee and the student conduct committee. Additional committees may be added by majority vote of the Student Government.

Section 8. Each committee shall be led by one of the officers of the SGA and shall have their specific roles designated by the SGA executive board.

Section 9. Any decision by the Student Government involving action beyond the expressed powers of the student Government requires a formal letter, legislation, resolution or official request be submitted to the Office of Student Affairs/SGA Advisor of American University of Afghanistan.

Every piece of legislation acquiring the approval of the majority of the student Government will be presented by the President of the Student Government for the formal presentation to the Office of Student Affairs/SGA Advisor.

The Office of Student Affairs and the Administration of the American University of Afghanistan serves as the sole arbiter of student Government decisions.

Section 10. In case there is a student complained that is submitted to the administration through SGA related to any department. The SGA in coordination with the office of Student Affairs shall present the complaint in writing to the department and within one week the department shall present a reasonable written response to the complaint.

ARTICLE IV: The President and Vice President

Section 1. The executive power of the American University of Afghanistan Student Government Association shall be vested in the Student Government President and assisted by the Vice-President.

Section 2. The Student Government President and Vice-President shall be chosen by the direct votes of the students upon SGA Elections. Both President and Vice-President shall require a simple majority vote of the student body and will serve for one year.

Section 3. Students eligible to apply for the SGA should have completed a minimum of 45 credit hours with a cumulative GPA of 3.0 and are a full-time student at the AUAF. SGA nominates must not complete their degree within the election semester.

Section 4: SGA may hold events for a specific group of audience (i.e. female only events). In such cases, the president shall decide who from the SGA executive board shall attend these events and who shouldn't. Section 6 of article 3 of this constitution applies on those members that are selected to attend such events, and not on those members that are not selected for such events.

Section 5. The President of the SGA can serve only once. However, the SGA Vice President and other officers can serve up to two terms.

Section 6. The President shall have the power to approve or veto bills or resolutions passed by the Student Government.

If legislation is vetoed, the president shall return to the legislation to the student Government within ten days. If the Student Government reconsiders the legislation two-thirds approval or after the expiration of the ten days' period, the legislation shall be considered approved.

The Student Government president shall preside over all Student Government meetings, call special meeting when necessary, publicly represent the student Body and assume other such duties as are generally associated with the office of president.

In case there is a grid lock in the decision making process (where SGA votes split into two equal halves) the president shall have the final say in the matter.

Section 7. The Vice-President shall perform the duties of the president in her/his absence and assist the president in the management of the Student Government.

Section 8. Upon the conclusion of his/her term in office, the president shall remain a member of the Student Government for the following year in an ex-officio capacity as Past-President. The Past-President's role is advisory in nature, providing a historical frame and assistance in the transition of the newly elected Student Government.

Section 9. The president may select up to three (3) SGA non-voting members with the consent of majority of SGA members from the student body. These non-voting members shall be well qualified, committed and have no disciplinary cases in student affairs.

The eligibility criteria for the non-voting members are as follows:

- 3.0 GPA
- Full-time students
- 45 credits and above
- Majority of SGA members should approve the appointment of the candidate nominated by the President of the SGA.

These non-voting members shall have the following duties:

- a. To Attend SGA meetings, events and activities regularly
- b. To help in organizing SGA events and activities
- c. To play an advisory role in decision making process
- d. Any additional duties and authorities delegated by the executive board of SGA
- e. The non-voting members may be removed by a majority vote of SGA members

ARTICLE V: The Secretary

Section 1. The duties of the secretary shall be as following:

- a. Keep accurate minutes of all SGA meetings and to distribute those to all members in writing within 2 business days.
- b. Keep accurate record of all student activities as sponsored by the SGA.
- c. Record Attendance at all SGA meetings.
- d. Schedule SGA meetings in a proper and timely manner.
- e. Accurately file all SGA documents with the Office of Student Affairs and archive such documents.
- f. Work together with SGA at events and activities as required.

ARTICLE VI: The Residence Hall Representatives Male/Female

Section 1. The duties of the Residence Hall Representatives shall be as following:

- a. Work together with the SGA on all initiatives.
- b. Represent the interests of the students in the residence hall.
- c. Take initiatives on students' activities in the residence hall.

ARTICLE VII: Replacement of Members and Officers

Section 1. Should a representative seat become vacant, the President of the SGA may suggest a qualified candidate from within the SGA or from the Student Body and offer her or him the seat, with the consent of majority of the Representatives.

In case a current SGA member is nominated for the vacant position, he/she must resign from their current post.

If the nominee is not able to get the majority votes, the President shall suggest another name. If the second nominee was also not able to get a majority vote, then the position shall be opened to the whole student body. The member shall then be selected through a majority vote by SGA members.

ARTICLE VIII: Student Organizations

The President of SGA shall establish a president council, which shall include the presidents of all recognized student clubs in AUAF. The president of SGA may call regular meetings with the presidents of all recognized student clubs to ensure active participation of the student organizations in improving student life.

ARTICLE IX: Amendments

This constitution was constructed to serve as a guide for the SGA of the AUAF. The powers expressed in this Constitution are delegated to the SGA by the Administration of the AUAF. Any proposed amendments to this Constitution shall require a majority vote of the Representatives and the expressed consent and authorization by the Administration of the AUAF.

ARTICLE X: Elections

The Elections Commission will administer and facilitate the election of the SGA in keeping with the provisions of the organization's constitution and bylaws.

- Election for all Officers of the Executive Board for the following year must be held during a time period no sooner than February 15 and no later than March 15.
- All members (as defined in Membership) may cast a vote.
- Nominations for office can be submitted to the Student Affairs Office (The nominee can only be the UG student of AUAF).
- The nominee should possess a minimum cumulative GPA of 3.0 for all positions and should not be in any disciplinary probations.

ARTICLE XI: SGA Office

The SGA shall assume office and shall inform students about the office hours and design mechanism to pay special consideration to the students concerns.