

KENTUCKY WESLEYAN COLLEGE  
STUDENT GOVERNMENT ASSOCIATION  
BYLAWS

PURPOSE

In order to provide a more concise interpretation of the Kentucky Wesleyan College Student Government Association Constitution, and therefore to provide more effective service to the student body.

The bylaws shall serve as a reference for the conduct of normal Senate business, and shall be subordinate to the Kentucky Wesleyan College Student Government Association Constitution in all matters.

ARTICLE I: EXECUTIVE COUNCIL

Section 1. The Executive Council of the KWC SGA shall consist of:

- A. President, Vice President, Secretary, Treasurer, Parliamentarian
- B. Senate elected Pro Tempore
- C. Dean of Student Life

Section 2. The duties of the Executive Committee shall consist of:

- A. Shall be responsible for planning the agenda for general session meetings
- B. Shall prepare a proposal for annual budget
- C. Shall appoint SGA Committees following Fall Elections
- D. Shall appoint replacements for all SGA vacancies with concurrence of the Senate

ARTICLE II: MEETINGS

Section 1. The KWC SGA shall meet in general session at least twice each full month of classes during the Fall and Spring semesters, and at least once in any month of either semester that has 2 or more weeks of classes.

Section 2. All KWC SGA general sessions and committee meetings shall be open to the campus community.

Section 3. Meetings are to be held in-person during the Fall and Spring Semesters. If circumstances occur, a virtual meeting is plausible.

ARTICLE III: ATTENDANCE

Section 1. Members of SGA shall be allowed two unexcused absences from meetings at any time during their term; upon the third absence, impeachment

proceedings will automatically be initiated. Excusable absences include representing the college in academics or sports, family emergencies, illness, or anything the committee believes is valid. Excusable absences will be limited to three, afterwards, a call-in question will be made. The member in question will meet with the attendance committee and executive committee. Two unexcused absences lead to probation.

- A. Receiving Probation status as a member of SGA includes one of the following:
- Two unexcused absences
  - 2 tardies

#### ARTICLE IV: BUSINESS

##### Section 1. Correspondence

- A. Senators shall write a letter or email to their constituents and present a copy of the letter to the Secretary by the second general session meeting in the Fall and Spring semesters.

#### ARTICLE V: FUNDS

##### Section 1. The KWC SGA shall provide encouragement and support to any new or existing student organization.

- A. Only KWC SGA recognized organizations, committees, and groups may petition the Senate directly for funds
- B. The KWC SGA shall consider providing financial support to a student organization under the following limitations:
1. That the organization does not receive financial support through budgeted means from Kentucky Wesleyan College. However as SGA, we deserve the right to make exceptions under certain circumstances discussed fully in a meeting.
  2. An organization does not receive financial support if the organization is requesting a reimbursement for a past event.
  3. Organizations and clubs may request funds for conference trips that is inclusive of room, board and conference fees under the following conditions.
    - a. Minimum Requirement:
      - GPA requirement: 2.5
      - At least one professor/faculty recommendation
      - Limited to two conferences a year (one per semester) per individual
      - Demonstrated fundraising attempt
      - SGA covers only two of the following three fees
        - Travel Expenses

- Lodging Expenses
    - Registration Fee
  - b. Money allocated toward traveling and boarding costs (a separate budget for travel/board):
    - The executive committee will set a budget for each year for the maximum amount that SGA can allot to the student body. Once a number is agreed the budget will be presented to the senator to vote on.
      - Example: \$3000 per semester (\$6000 for the entire academic school year)
    - Extra money from the fall rolls over into the spring
    - Vote every year to propose the amount for the years
  - c. Presenters/attendees:
    - Have a higher cost limit for students presenting at a conference as opposed to those just attending a conference.
      - Example: \$200 per presenter and \$100 per attendee
    - Students must come back and present at Scholar's Day or in some other capacity
    - We reserve the right to change the amount allocated depending on the case/circumstances.
- C. All organization or committee receiving funds from KWC SGA shall be required to make a written report of all expenditures made with the allotted funds.
1. This report will be submitted to the Secretary no later than 48 hours before the SGA general session.
  2. The report includes the funding request form with detailed information about what is being requested with a budget breakdown.
    - a. if needed, invoices and photographs are allowed to be included for better visual.
  3. Failure to complete the written report will entice the organization or committee to request funds to not participate in the general meeting.

## Section 2.

- A. For a motion to be considered by the Senate, it must be turned in to the Secretary 48 hours prior to the general session meeting at which it is to be considered.
- B. An official agenda for the general session meeting will be sent via campus email prior to the meeting.
- C. The agenda will be in the following form, and the Senate meeting will be run in the following manner:
  - I. Call to Order
  - II. Invocation
  - III. Roll Call
  - IV. Reading of the Minutes

- V. Treasurer's Report
- VI. Committee's Report
- VII. Correspondence
- VIII. Old Business
- IX. New Business
- X. Comments from the floor
- XI. Announcements
- XII. Adjourn

ARTICLE VI: COMMITTEES

Section 1. The Standing Committees of the KWC SGA shall exist from school year to school year and retain duties specified in the Constitution.

- A. Food Service Committee
- B.. Attendance Committee
- C.. Ad Hoc Committees can be created as needed upon Senate approval.

Section 2. Committee Chairpersons

- A. Standing Committee Chairpersons shall be appointed by the Vice President and approved by the Senate.
- B. Ad Hoc Committee Chairpersons shall be appointed by the President and approved by the Senate.
- C. No student shall chair more than one standing committee and must remain in good academic and social standing with Kentucky Wesleyan College.

ARTICLE VII: QUORUM

Fifty-one percent of the Senate membership shall constitute a quorum.

ARTICLE VIII: PARLIAMENTARY AUTHORITY

Meetings shall be run according to the current edition of Robert's Rules of Order.

ARTICLE IX: AMENDMENTS

An Amendment to the bylaws must be approved by a two-thirds affirmative vote of the Senate

Amended by Larry Blake, Amy French & Jeremy Johnson  
Approved by Senate May 2006

Amended by Yoselin Herrera Uribe

Approved by Senate February 2022

Amended by Yoselin Herrera Uribe & Sam Dalbec  
Approved by Senate January 2023