



Lake Sumter
State College

THE SGA CONSTITUTION

OF LAKE-SUMTER STATE COLLEGE

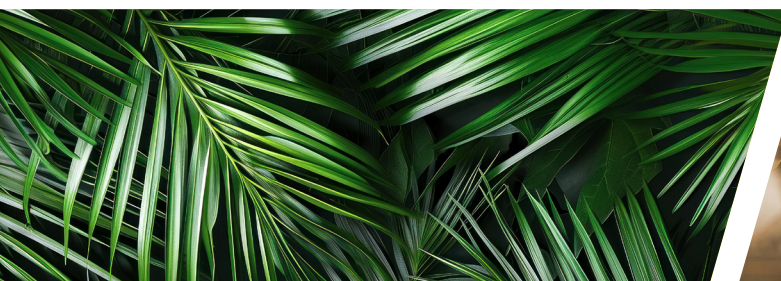




TABLE OF CONTENTS

SGA CONSTITUTION

PREAMBLE	4
Article I: Name	5
Article II: Authority	5
General Authority	5
Specific Authority	5
Operating Authority	5
Article III: Membership	5
Article IV: Collegewide Student Government Association Executive Board	6
Voting	6
Advisor	6
Meetings	6
Article V: Campus-Based Student Government Association Legislative Board	7
Voting	7
Advisor	7
Meetings	7
Article VI: Election and Appointment	8
Election Dates	8
Executive Board Elections	8
Legislative Board Appointments	8
Officer Tenure	8
Article VII: Eligibility to Hold Office	9
Article VIII: ORDER OF ASCENSION	9
Executive Board Vacancy	9
Legislative Board Vacancy	9
Legislative Board Appointments	9
Officer Tenure	9



TABLE OF CONTENTS

Article IX: RESPONSIBILITIES OF OFFICERS	10
Collegewide SGA Executive Board Officers	10
President	10
Vice President	10
Chief Financial Officer	10
Director of Public Relations (PR)	10
Secretary	10
Campus-Based SGA Legislative Board Officers	11
Campus Director	11
Director of Education	11
Director of Activities	11
Secretary	11
Director of Service Learning	11
Campus Liason	11
Article XI: Campus-Based SGA Legislative Board - Standing Committees and Expectations of Officers	12
General Duties	12
Officer Expectations	12
Chairperson of Committee	12
Meeting Order	12
Article XII: Amendments to the Constitution	13
Revision to Constitution	13
Voting on the Amendment	13
Votes Required to Pass	13
Meeting Order	13
Article XIII: Impeachment Procedures	13
The Right to Appeal	13



PREAMBLE

We, the Student Government Association (SGA) of Lake-Sumter State College (LSSC), exist as the voice of the entire student body to establish continuity and advocacy through facilitated communication between the students and the LSSC Administration. Our goal is to enhance student leadership, promote unity across our campuses and centers, advocate for student interests, encourage leadership and growth, advance campus life, and promote the general welfare of our student population.

We ordain and establish this Constitution for the Student Government Association of Lake-Sumter State College to promote unity across all campuses to address the concerns of the LSSC student body, provide an enriching college experience through intentional activities aligned with academic, social, and professional interests, and serve as an active voice between the student body and the administration of the College.



Our goal is to enhance student leadership, promote unity across our campuses and centers, advocate for student interests, encourage leadership and growth, advance campus life, and promote the general welfare of our student population.



ARTICLES

Article I: Name

The organization's name shall be the **Student Government Association (SGA)**.

Article II: Authority

General Authority

SGA in the state of Florida is authorized by the Florida College System Activities Association (FCSAA), which comes under the authority of the FCSAA Executive Committee.

Specific Authority

The SGA is recognized by the LSSC District Board of Trustees and the LSSC Administration as the official representative student organization at Lake-Sumter State College. The SGA is a member of the Florida College Systems Student Government Association (FCSSGA) and Region III of the four FCSSGA statewide regions.

Operating Authority

SGA Officers are representatives of the students at LSSC and are bound by this Constitution, which has been duly ratified by the student body, as well as the rules and regulations of the College, which shall take precedence in the event of any conflict. As a single organization, the SGA includes a Collegewide Executive Board and a Campus-Based Legislative Board, as detailed in Article IV.

Article III: Membership

All LSSC students who pay the Student Activity Service Fee (SASF) included in the cost of attendance are members of the SGA. Elected or appointed SGA Officers serve as voting representatives of the student body. All activities and meetings sponsored by SGA are open to all LSSC students.





ARTICLES

Article IV: Collegewide Student Government Association Executive Board

Voting

The Collegewide SGA Executive Board shall consist of the SGA President, Executive Vice President, Chief Financial Officer, Director of Public Relations, Executive Secretary, Campus Director(s), and Campus Liaisons. These members shall have full voting rights. All other officers and members shall be invited to the meetings but are not required to attend, nor will they have voting power.

Advisor

The Director of Student Leadership & Development, or their designee, shall serve as the Advisor to the Collegewide Executive Board, providing guidance, support, and oversight to ensure alignment with college policies and the organization's mission.

Meetings

All Executive Board meetings will be set at the beginning of the academic year. Meetings will be held in person as well as virtually. The in-person campus meeting locations will rotate each month. All SGA meetings shall be conducted according to Robert's Rules of Order. The Collegewide SGA Executive Board will regularly conduct at least two monthly meetings each fall and spring semester. In collaboration with the Advisor, the SGA President will set the time and place of these meetings. Meeting minutes shall be sent to the Collegewide SGA Executive Board President and the Executive Advisor.





ARTICLES

Article V: Campus-Based Student Government Association Legislative Board

Voting

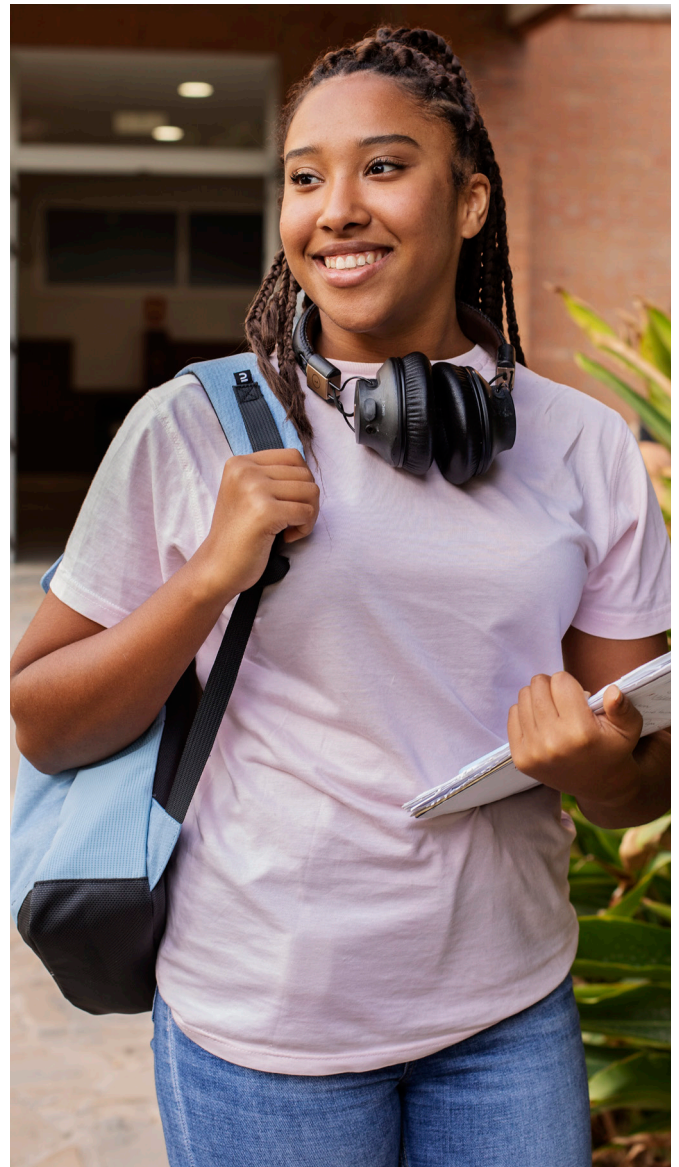
The voting membership of the Campus-Based SGA Legislative Board shall consist of the Campus Director, Director of Activities, Director of Community Service, Director of Education, Campus Secretary, Campus Liaison, and Members.

Advisor

The Campus-Based SGA Legislative Advisor shall be appointed by the Director of Student Leadership & Development.

Meetings

The Campus-Based SGA Legislative Board will conduct meetings regularly, with a minimum of two monthly meetings every fall and spring semester. The Campus Director, in collaboration with the Advisor, will set the time and place of these meetings. Meeting minutes shall be sent to the Collegewide SGA Executive Board President, the Campus Directors, the Executive Board Advisor, and the Legislative Board Advisor.





ARTICLES

Article VI: Election and Appointment

Election Dates

One election will be held per academic year in the spring semester. The Collegewide SGA Executive Board positions will be selected in the spring semester before all Campus-based Legislative Board elections. Special elections may be held in the fall semester as needed at the discretion of the LSSC Director of Student Leadership & Development.

Executive Board Elections

The offices of Collegewide SGA President and Collegewide Executive Vice President will be filled through an interview process and student vote. The interview process will be conducted by a Selection Committee organized by the Director of Student Leadership & Development. This committee will consist of members from LSSC faculty and staff (a minimum of one faculty member and one staff member) and the student body. The Selection Committee will select three finalists, who will then campaign for election during an established period of time. The LSSC student body's vote will finalize the election and appointments. Executive Board elections will occur before the Legislative Board officers are selected.

Students holding an Executive Board position are not eligible to apply for a Legislative Board position.

Legislative Board Appointments

The positions of Campus Director, Director of Education, Director of Activities, Director of Service Learning, and Campus Secretary shall be appointed by the Executive Board during the Fall Semester. The Campus Director may nominate additional officers, subject to approval by the voting members of the Campus-Based Legislative Board. Students holding an Executive Board position are not eligible to apply for a Legislative Board position.

Officer Tenure

All SGA officers shall officially take office on July 1st and serve until June 30th. Those wishing to be considered for re-election must follow all election procedures. An officer may serve no more than two consecutive terms in the same role.





ARTICLES

Article VII: Eligibility to Hold Office

To be eligible to hold office, a student must fulfill the following requirements:

- Enroll and maintain at least six credit hours as degree-seeking students.
- Maintain a minimum 2.5 cumulative GPA
- First-time students at LSSC must have a GED, be a high school graduate, or have a cumulative 2.5 GPA from their previous institution.
- Commit to serving in their position for the entire fiscal year, barring any unforeseen circumstances.
- Must abide by the LSSC Student Code of Conduct and the policies of the Florida College System Student Government Association (FCSSGA).
- Collegewide SGA Executive candidates for office must have a minimum of one year experience as an SGA Officer.

Article VIII: Order of Ascension

Executive Board Vacancy

If a mid-year vacancy occurs in the SGA Collegewide Executive Board President or Executive Vice President position, a Campus Director shall be interviewed and appointed by The Director of Student Leadership & Development to fill the role.

Legislative Board Vacancy

If a Campus-Based Legislative Board Officer role becomes vacant, the Campus Director, in collaboration with the Advisor, will vet and nominate one candidate for each open position. However, additional nominations may be introduced from the floor, provided the nominee is present to accept. The appointment of an officer shall be determined by a majority vote at an announced Legislative Board meeting. Upon confirmation by the voting members of the SGA, the appointee will assume the lowest-ranking seat at the time of installation.

Ascension Order

The order of ascension in the case of a vacancy shall be as follows:

Collegewide SGA Executive Board President

Collegewide SGA Executive Board Vice President

Campus-Based SGA Legislative Board
Campus Director

Campus-Based SGA Legislative Board
Director of Activities

Campus-Based SGA Legislative Board
Director of Education

Campus-Based SGA Legislative Board
Director of Service Learning

Campus-Based SGA Legislative Board
Campus Secretary



ARTICLES

Article IX: Responsibilities of Officers

Collegewide SGA Executive Board Officers

President

The President of the Collegewide SGA Executive Board at Lake-Sumter State College serves as the chief executive officer of the student body. This role is responsible for overseeing all Student Government functions, ensuring that the organization effectively represents and advocates for the interests of students. The President provides leadership, fosters student engagement, and works collaboratively with college administration, faculty, and staff to enhance the student experience.

Vice President

The Vice President of the Collegewide SGA Executive Board at Lake-Sumter State College serves as the second-in-command to the President and provides critical oversight and support in all Student Government functions. This role ensures the smooth operation of SGA initiatives, assists in leadership responsibilities, and steps in as acting President when necessary. The Vice President fosters student engagement, supports the Executive Board, and works collaboratively with college administration and student organizations.

Chief Financial Officer

The Chief Financial Officer (CFO) of the Collegewide SGA Executive Board at Lake-Sumter State College is responsible for managing and overseeing all financial aspects of SGA operations. This role ensures the proper allocation and use of student government funds, supports the President and Executive Board in budget-related decisions, and upholds financial transparency and accountability. The CFO plays a vital role in ensuring that SGA resources are used efficiently to support student initiatives, events, and activities.

Director Public Relations (PR)

The Director of Public Relations (PR) for the Collegewide SGA Executive Board at Lake-Sumter State College is responsible for managing the public image, communication, and outreach efforts of SGA. This role ensures that students are informed about SGA initiatives, events, and opportunities through various media platforms. The Director of PR works closely with the Executive Board to promote student engagement, increase campus involvement, and maintain a strong presence within the college community.

Secretary

The Secretary of the Collegewide SGA Executive Board at Lake-Sumter State College is a vital member of the Executive Board, responsible for maintaining clear communication and efficient organization within the SGA. This individual will be tasked with documenting and tracking all SGA meetings, assisting with correspondence, and maintaining important records to ensure that the SGA operates smoothly and effectively.



ARTICLES

Article IX: Responsibilities of Officers

Campus-Based SGA Legislative Board Officers

Campus Director

The Campus Director for a Campus-Based SGA Legislative Board at Lake-Sumter State College serves as the primary representative and advocate for their respective campus (South Lake or Leesburg). This role is responsible for ensuring that students' unique needs and concerns at their campus are addressed while promoting student engagement, events, and initiatives. The Campus Director works closely with the SGA Executive Board, college administration, and student organizations to enhance the overall student experience.

Director of Education

The Director of Education for a Campus-Based SGA Legislative Board at Lake-Sumter State College serves as an advocate for their respective campus (South Lake or Leesburg). This role is responsible for ensuring that the concerns of all students' educational needs at their campus are addressed while promoting student engagement, events, and initiatives. The Director of Education works closely with the Campus Director, the Learning Center staff, college administration, and student organizations to enhance the overall student educational experience.

Director of Activities

The Director of Activities for a Campus-Based SGA Legislative Board at Lake-Sumter State College serves as the primary contact for the planning, organizing, and overseeing of student-led events, activities, and programs at their respective campus. The Director of Activities works closely and collaborates with student organizations, Campus Administration, and departments to ensure events and activities align with Lake-Sumter State College's and the SGA's goals.

Secretary

The Secretary for a Campus-Based SGA Legislative Board at Lake-Sumter State College is tasked with documenting and tracking all Legislative Board SGA meetings, assisting with correspondence, and maintaining essential records to ensure smooth and effective operations.

Director of Service Learning

The Director of Service Learning for a Campus-Based SGA Legislative Board at Lake-Sumter State College oversees and coordinates all service-learning initiatives within the student body, including identifying community needs, developing service projects, recruiting student volunteers, and promoting civic engagement. The Director of Service Learning will work closely with the student organizations, Campus Administration, and local community organizations.

Campus Liason

The Campus Liaison for a Campus-Based SGA Legislative Board at Lake-Sumter State College is the primary representative and advocate for students at their respective LSSC sites. This role ensures that the voices of students attending an LSSC center or instructional site have their concerns, interests, and ideas effectively communicated to the SGA Executive Board. The Campus Liaison works closely with the Campus Directors, SGA Legislative Board leadership, and college administration to enhance the student experience and create a stronger connection between their Center and the larger college community.



ARTICLES

Article XI: Campus-Based SGA Legislative Board - Standing Committees and Expectations of Officers

General Duties

To ensure effective delegation of authority in a collegiate manner, standing committees shall serve as advisory groups to the Collegewide SGA Executive Board.

Officer Expectations

Each officer must serve on at least one committee.

Chairperson of Committees

Committees may be formed as needed within the Campus-Based SGA Legislative Board. Any voting member may serve as a committee chairperson, pending approval by the Campus Director at a regularly scheduled meeting.

Chairperson of Committees

Committees may be formed as needed within the Campus-Based SGA Legislative Board. Any voting member may serve as a committee chairperson, pending approval by the Campus Director at a regularly scheduled meeting.

Meeting Order

Standing and ad-hoc committees shall be defined in accordance with Robert's Rules of Order.





ARTICLES

Article XII: Amendments to the Constitution

Revision to Constitution

Any member of the SGA Collegewide Executive Board or its Advisor may propose a revision to the Constitution.

Voting on the Amendment

Amendments must be formally proposed in writing and presented at a regular meeting of the SGA Collegewide Executive Board. A vote on the proposed amendment may not take place until the following regular meeting.

Votes Required to Pass

To pass, an amendment must receive a two-thirds majority vote from the Collegewide Executive Board. Once approved, the proposed revision will be presented to the student body during the next regularly scheduled election. A Constitution vote will take place only in the fall semester, if necessary.





ARTICLES

Article XIII: Impeachment Procedures

Step 1:

Notice must be given, in writing, by the respective Advisor to the officer who is under consideration for impeachment. The notice shall explain, with sufficient detail, to the officer under investigation for impeachment the unsatisfactory performance or behavior for which the impeachment is being sought.

Step 2:

A written performance improvement plan must be discussed in a meeting between the Advisor and the officer in question, and both parties must acknowledge that they have gone over the content and agree to the goals and objectives outlined.

Step 3:

Failure to show improvement within 60 days may be grounds for referring to an Ad-Hoc Committee on Impeachment.

The Ad-Hoc Committee on Impeachment is composed of, at a minimum, the Executive Director of Student & Career Engagement, one faculty or staff member, and two students who are non-voting members of an SGA Board. The faculty, staff, and student members will be appointed by the Executive Director of Career and Student Engagement.

The committee is charged with reviewing the initial charges and results of the performance improvement plan against the officer and making a formal recommendation to the SGA Executive Board about their findings. This recommendation must be submitted in writing to the respective Advisor within 10 business days of referral to the committee. If the findings and recommendation of the Ad-Hoc Committee are that impeachment may be warranted based on the initial charges and results of the 60-day performance improvement plan, the Advisor will bring the written results of the Ad-Hoc Committee before the SGA Executive Board for review and vote.

Step 4:

The Executive Board may institute impeachment of a current officer with a 2/3 vote of the voting membership. A quorum of the voting members of the Executive Board must be present to vote for impeaching a current officer.

Step 5:

If the vote is in favor of impeachment, the SGA Executive Board will submit the voting results via secure LSSC Lakehawk mail to the Executive Director of Student & Career Engagement, who will notify the officer in question via secure Lakehawk mail,

The Right to Appeal

The officer has the right to appeal this decision through the LSSC Dean of Students, whose decision is final. If an appeal is filed, the officer will be placed on leave from their duties until the appeal is reviewed and a decision is rendered.





Lake Sumter
State College

THANK YOU!

