

Constitution of the Wofford College Campus Union

Approved May 13, 1980

We, the students of Wofford College, united as the Campus Union, convinced that our stake in the future of this college entitles us to a role in its governance, committed to the preservation of the ideals of the college and to the improvement of campus life and resolved to promote the orderly and efficient administration of student activities, to ensure the democratic representation of our interest and opinions and to provide for the means to govern ourselves, do ordain and establish this constitution of the Campus Union of Wofford College.

Article I. The Judicial System

Section 1.

The judicial system shall be organized according to the provisions of the Code of Student Rights and Responsibilities.

Section 2. Election of Judicial Commissioners

- a. The election of the five judicial commissioners shall be held one week prior to the election of assembly members.
- b. Any vacancy in an elected commission position occurring before the end of the mid-semester grading period of the fall semester shall be filled by a special election to be held within two weeks of the meeting of the Judicial Commission at which the vacancy is declared.

Section 3. Attorney General

The attorney general shall be appointed by the Judicial Commission and shall present to the Judicial Commission charges against students accused of violating acts of the assembly and provisions of the Code of Student Rights and Responsibilities.

Article II. The Campus Union Assembly

Section 1.

The government of the student body of Wofford College shall be vested in a Campus Union Assembly.

Section 2. Composition of the Assembly

The membership of the assembly shall include:

- a. The officers of the student body.
- b. Six students from each class, elected by their respective classes.
- c. Eight students elected by the student body at large.
- d. Chairmen of standing committees, not elected to the assembly under the above provisions, and one representative each from the Judicial Commission and Honor Council (elected by their own bodies) shall be non-voting members of the assembly.

Section 3. Election of Assembly Members

- a. Any student enrolled and present at Wofford College, who has not previously been impeached, been recalled or asked to resign from the assembly or is neither a current elected member of the Judicial Commission nor an appointed member of the Honor Council, shall be eligible for election to the assembly.
- b. Representatives of the rising sophomore, junior and senior classes shall be chosen at an election held two academic weeks preceding the final week of classes of the spring semester. They shall serve on the assembly for a term of one year.
- c. Representatives of the incoming freshman class shall be chosen at an election to be held during the third week of the fall semester. The delegates elected shall serve until the next Campus Union Assembly election in the following spring semester.
- d. Those candidates receiving the highest number of votes in each category shall be elected. In the event of a tie vote, a runoff election shall be held on the school day following the general election.
- e. Any vacancy in the assembly occurring before the end of the mid-semester grading period of the fall shall be filled by a special election to be held within two weeks of the assembly meeting at which the vacancy is declared. If a vacancy occurs after the mid-semester grading period, then the president, upon unanimous consent, shall be endowed with the power to appoint a member of the student body to fill this position for the rest of the term.

Section 4. Oath of Office

All assembly members shall take and subscribe to the following oath, to be administered by the chair of the Judicial Commission:

I do solemnly promise that I will to the best of my ability, preserve, defend and enforce the provisions and spirit of the constitution of the Campus Union of Wofford College. I also promise that I will diligently, faithfully and conscientiously perform my duties as a member of the Campus Union Assembly.

Section 5. Duties and Powers of the Assembly

- a. The assembly shall determine the rules of its proceedings. Approval, amendments or suspension of the rules shall require the concurrence of three-fourths of the members present and voting.
- b. The assembly shall establish bylaws describing the duties and composition of its standing committees.
- c. Approval or amendment of the bylaws shall require the concurrence of two-thirds of the members present and voting. A proposed amendment to the bylaws must be presented in writing to the assembly at the meeting prior to the one at which the vote is taken.
- d. The assembly shall prescribe the time, place and manner of all student body elections.
- e. The assembly shall supervise the expenditure of funds allocated to it by the Board of Trustees.
- f. The assembly may enact legislation pertaining to the conduct and activities of students of Wofford College, provided that such legislation is consistent with the provisions of the Code of Student Rights and Responsibilities and that no legislation be enacted regulating academic policy. The president of the college or Board of Trustees may annul any act of the Assembly that they consider inconsistent with the aims and laws of Wofford College or contrary to the purposes of this constitution or the Code of Student Rights and Responsibilities. In any such case, the Assembly shall be notified in writing of the reasons for this annulment.
- g. Members of the assembly shall exercise the following additional duties and rights:
 1. To receive all notices
 2. To attend all meetings
 3. To present, discuss, nominate and vote on any motions, resolutions and other business of the assembly
 4. To inspect all official records of the Campus Union
 5. To insist on enforcement of all rules and parliamentary law
 6. To have a hearing before being expelled or penalties applied
 7. To resign
 8. To exercise any other rights given in the constitution of the Wofford College Campus Union and/or bylaws of the Wofford College Campus Union
 9. Also:
 - a. Each delegate shall be required to propose two proposals to the Assembly per each individual's term of service.
 - b. It shall be the duty of the Campus Union secretary and the executive committee, at large, to keep records of and enforce Assembly members' work in making their required proposals.
 - c. If a delegate fails to produce his or her required proposals, in accordance with the guidelines specified by the executive committee, the elections and nominations committee shall deem the appropriate actions that should be taken in reaction to the delegates' violations.

Section 6. Standing Rules of Business

- a. The parliamentary authority shall be the current edition of *Robert's Rules of Order* and apply to all business of the assembly, except where it differs from the constitution of the Wofford College Campus Union.
- b. A quorum of the assembly of the Campus Union shall consist of two-thirds of the elected Campus Union officers and assembly members.
- c. The assembly may debate in executive session if two-thirds of the assembly concurs. All results of the executive session will be made public.

- d. Any proposals, especially those proposing amendments to the Code of Student Rights and Responsibilities which are to be presented to the Wofford College Board of Trustees, must be submitted in writing to the Campus Union Assembly at its regularly scheduled meeting prior to the trustees' board meeting at which it is discussed.
- e. All bills and resolutions must be presented to the secretary of the Campus Union in writing by the assembly member offering the bill or resolution. All bills and resolutions should be submitted by 5 p.m. on the Friday prior to the next regularly scheduled meeting of the assembly or at the discretion of the secretary.
- f. An agenda must be presented to the members of the assembly at least eight hours prior to the scheduled meeting.
- g. Any business not stated on the agenda shall be deferred until the following meeting.
- h. The minutes of all assembly meetings shall include announcements of the president in full, bills and resolutions, a record of all votes and a brief statement concerning each petition, memorial or paper presented to the assembly.

Section 7. Attendance Policy

- a. Members of the Campus Union Assembly who have missed three or more unexcused Campus Union Assembly meetings will automatically be removed from their seats upon a case review by the elections and nominations committee and be ineligible for reelection to the general assembly or officer position.
- b. An accumulation of three tardies and/or early departures will constitute one absence, as deemed excusable by item e.
- c. Members of the Campus Union Assembly who miss five or more excused Campus Union Assembly meetings will automatically be removed from their seats upon a case review by the elections and nominations committee and ineligible for reelection to the general assembly or officer position.
- d. A written excuse concerning the nature of the absence, tardy or early departure must be submitted to the secretary of the Campus Union by 5 p.m. on the Friday prior to the missed meeting, or it will be counted as unexcused. The excuse may be mailed through the Campus Post Office or forwarded electronically. The excuse must contain the delegate's name, date and the nature of the absence. Last-minute emergencies will be excused with a phone call or email to the secretary, if made prior to the meeting.
- e. Absences merit excuse if they are for academic, official college business, religious, medical or other emergency reasons that the secretary deems appropriate.
- f. Absences, tardies and early departure incurred in one semester will carry over into the following semester.
- g. All Assembly members shall receive notice of attendance status from the secretary during the week immediately following spring break, during the second week of the fall semester and during the week of the end of the fall mid-semester grading period.
- h. Roll will be taken at all functions that are deemed mandatory by the Campus Union Assembly's majority vote.

Section 8. General Fund Allocation Policy

- a. To obtain money from the Campus Union, the financial affairs chair should receive written notification of the request to receive an allocation of money at least three weeks prior to the date the money is needed.
- b. A proposal shall be presented to the financial affairs committee at its next regularly scheduled meeting. The proposal must include the specific amount of money requested, the reason for the request and the date the money is needed. The financial affairs committee will vote on whether or not to approve the proposal.
- c. If the proposal is passed through the financial affairs committee, the chair will then make a recommendation before the entire Campus Union Assembly that the allocation of the said money be approved. Pending a majority vote by the assembly, the requested money will be allocated accordingly.
- d. The financial affairs committee and the Campus Union Assembly shall consider each proposal to allocate money from its general fund individually. The assembly shall determine the amount of money to be allocated on the basis of its current financial position and the remaining guidelines below, with consideration given to the recommendation of the financial affairs committee.
- e. Money from the general fund that is budgeted for proposals shall be allocated only for items or activities that provide a direct or indirect benefit to members of the Wofford College community, including chartered organizations of Wofford College.
- f. In order that allocations be made as the occasion arises, the Campus Union treasurer, without assembly approval, may disburse up to, but no more than \$50 at any one time, provided that the assembly is informed of the allocation and that the allocation complies with the above items d and e.
- g. The Campus Union financial affairs committee must be notified of all attempts to withdraw money from the general fund so that they may be approved or denied by the committee.

- h. The Campus Union financial affairs committee shall seek the advice of the dean of students about any questionable general fund allocation procedure.

Article III. The Officers of the Campus Union

Section 1.

The officers of the Campus Union shall be president, vice president, secretary and treasurer.

Section 2. Election of Officers

- a. Any student enrolled and present at Wofford College who has not previously been impeached, recalled or asked to resign from the assembly or an office thereof, shall be eligible for election to an office of the Campus Union.
- b. Officers shall be chosen at an election to be held four academic weeks preceding the final week of classes. They shall serve for a term of one year.
- c. Election shall be by majority vote. In the event that no candidate receives a majority of the votes cast, a runoff election shall be held on the school day following the general election between the two candidates receiving the highest number of votes.
- d. Any vacancy in an office occurring before the end of the mid-semester grading period of the fall shall be filled by a special election to be held within two weeks of the assembly meeting at which the vacancy is declared.
- e. A student who is not presently serving any sanctions imposed by a judicial body is said to be in good standing with Wofford College.

Section 3. Oath of Office

All officers shall take and subscribe to the following oath to be administered by the chair of the Judicial Commission:

I do solemnly promise that I will, to the best of my ability, preserve, defend and enforce the provisions and spirit of the constitution of the Campus Union of Wofford College. I also promise that I will diligently, faithfully and conscientiously perform my duties as an officer of the Campus Union.

Section 4. Duties of the Officers

- a. The president of the Campus Union shall be the presiding officer of the assembly, shall be an ex officio member of all committees of the Campus Union, shall make appointments to ad hoc committees and shall represent the student body at meetings of the Board of Trustees and of the student life committee of the Board of Trustees.
- b. The vice president of the Campus Union shall assume the duties of the president in the event of his or her absence or incapacity, shall be an ex officio member of all committees of the assembly, shall meet with the president and shall represent the student body at meetings of the student life committee of the Board of Trustees.
- c. The secretary of the Campus Union shall keep the minutes of all assembly meetings, shall publish and maintain a record of the acts and resolutions of the assembly and shall represent the student body at meetings of the education committee of the Board of Trustees.
- d. The treasurer of the Campus Union shall audit and maintain the budgetary records of the assembly, shall make monthly financial reports to the assembly and shall represent the student body at meetings of the finance committee of the Board of Trustees.

Article IV. Impeachment and Recall

Section 1. Impeachment

Any officer or assembly member may be impeached upon petition by eight assembly members. Evidence of incompetence, corruption or gross neglect of duty in the work of the assembly, or of its committees, shall constitute grounds for impeachment. The assembly shall have the sole power to try impeachments and the chair of the Judicial Commission shall preside at the proceedings. Conviction shall require the concurrence of three-fourths of those present and voting. Any person so convicted shall be removed from office and may not be a candidate for election to the assembly or to an office of the Campus Union.

Section 2. Presidential Veto

The president of the Campus Union Assembly shall have the power to veto a proposal. The president must veto within seven days. The assembly may override the veto with a two-thirds majority vote.

Section 3. Recall

Upon petition to recall an officer, other assembly member or judicial commissioner by at least one-tenth of the members of the constituency from which the official was elected, the question of recall shall be referred to that constituency. Any person so

recalled by the constituency shall be removed from office and may not be a candidate for election to the assembly, to an office of the assembly or to the Judicial Commission.

Article V. Referenda

If the president of the Campus Union or a majority of the assembly so directs, or upon petition by at least one-tenth of the student body, a proposal previously enacted shall be referred to the student body. A majority of those voting is necessary to nullify it.

Article VI. Ratification and Amendment

Section 1.

The constitution shall go into effect upon approval by the Board of Trustees and ratification by a majority of those voting in a student body referendum. When ratified and approved, it shall supersede all former constitutions of the student body.

Section 2.

Amendments to this constitution may be proposed by the assembly with the concurrence of two-thirds of those present and voting. Any amendments so proposed shall go into effect upon approval by the Board of Trustees and ratification by a majority of those voting in a student body referendum, provided that the amendment has been published in the Wofford College student newspaper at least once. In addition, it must either be distributed to all students by way of campus mail or by way of a public mass email prior to the referendum.

Bylaws of the Wofford College Campus Union

Enacted April 22, 1971

Article I. Basic Structure

Section 1. Committee Definitions

Committees are the basic working units of the assembly. It is not, however, a prerequisite that committee members be assembly members. Persons from various segments of the campus community may serve on the Assembly committees.

Each committee is a working body. The basic function, purposes and organization are outlined below. The committees are intentionally given broad purposes and flexible definition in order to allow for maximum creativity on the part of the committee members. They are allowed to determine their own composition as their functions and needs demand.

The attendance policy for each Campus Union committee will be set by the individual committee at the beginning of the term by a majority vote of the committee and must be approved by the executive committee. Any member of a Campus Union committee who violates the terms of the Campus Union committee's attendance policy will be automatically removed from his or her seat on the committee upon a case review by the Campus Union Assembly. They also will be automatically removed from his or her seat on the assembly upon a case review by the elections and nominations committee and be declared ineligible for reelection to the general assembly. If they are elected members of the Campus Union Assembly, they also will be automatically removed from his or her seat on the assembly upon a case review by the Elections and Nominations committee and be declared ineligible for reelection to the general assembly or officer position. It will be up to the committee chair's discretion as to what constitutes a missed meeting.

All standing and ad hoc committees are directly answerable to the assembly and ad hoc committees are answerable to the executive committee. Any committee action is subject to the approval of the assembly by a simple majority. Periodic reports of activities and plans must be presented to the Assembly. The assembly may call for a report from a committee at any time. Budgeting for all committees shall be handled by the financial affairs committee of the assembly.

Section 2. Chaplain

The assembly shall elect a chaplain from the voting membership to provide devotions at the beginning of each assembly meeting.

Section 3. Parliamentarian

The assembly shall elect a parliamentarian to serve the same term as the members of the assembly. This shall be a non-voting position.

Section 4. Historian

The assembly shall elect a historian to give historical remarks at the beginning of each assembly meeting.