ARTICLE I. THE WEST VIRGINIA UNIVERSITY STUDENT GOVERNMENT ASSOCIATION (WVU SGA)

SECTION 1. MOTTO. The motto for the West Virginia University Student Government Association shall be: “Together, We Will!”

SECTION 2. VISION STATEMENT. Within one week after the annual Student Government Election, the President and Vice President of the Administration shall propose a vision statement for their one-year term as leaders of the West Virginia University Student Government Association.

(These shall appear as follows for up to five years, below, and then shall be removed.)

2009-2010, Zuccari-Peters: Finish what we started!

2010-2011, Lewallen-Cheng: Reform and opportunity!

2011-2012, Bailey-Bates: Fusing the student body!

2012-2013, Redding-Zuccari:

2013-2014, Campione-Seebaugh: Inclusion & Transparency

ARTICLE II. EXECUTIVE DIRECTORS

SECTION 1. CITY COUNCIL LIAISON shall:
   a) Serve as a direct representative and liaison of SGA to the City Council of Morgantown;
   b) Oversee the activities and direction of the Community Relations Team;
   c) Provide available resources and knowledge to other members of SGA concerning City activities when needed;
   d) Attend Morgantown City Council meetings and events concerning city-related issues;
   e) Report regularly to SGA on city-related events to maintain an atmosphere of cooperation between the City of Morgantown and SGA;
f) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 2. EXECUTIVE DIRECTOR OF THE ARTS shall:
   a) Act as a liaison to the Student Body for the College of Creative Arts and WVU Arts and Entertainment, and actively promote events held;
   b) Facilitate the cultural enrichment of the student body;
   c) Provide opportunities for students to display and showcase their collected art works;
   d) Serve on any committees as asked by the College of Creative Arts and WVU Arts and Entertainment;
   e) Chair the SGA Fine Arts Council;
   f) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 3. EXECUTIVE DIRECTOR OF ATHLETICS shall:
   a) Work closely with the Executive Director of the Mountaineer Maniacs to increase relations between SGA and the Mountaineer Maniacs;
   b) Work closely with Athletic Council representatives and Governors with athletic related platforms to accomplish established goals;
   c) Coordinate SGA’s involvement in intramural sports and other athletic activities;
   d) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 4. EXECUTIVE DIRECTOR OF DIVERSITY shall:
   a) Develop Campus-wide programs that promote to students and educate students about diversity;
   b) Facilitate a diverse community/atmosphere throughout the student body;
   c) Work in cooperation with all other organizations on campus that promote the related ideas of diversity;
   d) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 5. EXECUTIVE DIRECTOR OF HEALTH AND WELLNESS shall:
   a) Promote and engage WVU students in an active and healthy lifestyle;
   b) Facilitate student concerns of wellness on campus;
   c) Serve as a liaison between Club Sports, the Student Recreation Center, WellWVU, and the Student Government Association;
   d) Represent the Sports Club Federation, SHAB (Student Health Advisory Board) and SWAB (Student Wellness Advisory Board) within SGA;
e) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 6. EXECUTIVE DIRECTORS OF LEGISLATIVE AFFAIRS shall:
   a) Consist of one registered Republican and one registered Democrat;
   b) Research legislation concerning higher education in State Legislature;
   c) Lobby on behalf of legislation concerning higher education;
   d) Serve as the WVU representative on the Higher Education Policy Commission on the State Advisory Council of Students;
   e) Establish a presence for WVU students in the West Virginia legislature and participate in legislative session;
   f) Serve as chairpersons of the Student Advocates for Legislative Advancement;
   g) Work in collaboration with the WVU President’s legislative advisors;
   h) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 7. EXECUTIVE DIRECTOR OF NEIGHBORHOOD ASSOCIATIONS shall:
   a) Coordinate events between students and permanent residents within the neighborhoods;
   b) Serve as liaison to the various Neighborhood Associations and the Neighborhood Coordinating Council;
   c) Work closely with the City Council Liaison and the Community Relations Team;
   d) Promote student involvement within their communities;
   e) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 8. EXECUTIVE DIRECTOR OF OFF-CAMPUS HOUSING shall:
   a) Work in cooperation with the Off-Campus Housing Coordinator and the office of Student Legal Services to facilitate Housing Awareness booths, the Annual Housing fair, Lease Review clinics, and all other programs pertinent to the office or that may be requested by the Board of Governors;
   b) Gather off-campus housing information and investigate housing issues in the University community;
   c) Assist students in referrals to appropriate administrative offices when the need should arise;
   d) Represent the student body on housing related issues before the University, the City of Morgantown, the State of West Virginia, and all other entities;
   e) Perform all other related duties as shall be determined by the President and Vice President.
SECTION 9. EXECUTIVE DIRECTOR OF OUTREACH shall:
   a) Coordinate SGA Outreach efforts with the Executive Director of Student Organizations;
   b) Work closely with the Communications Director on Public Relations efforts for the Student Government Association;
   c) Schedule, plan, and coordinate monthly Speak Up events around campus at which students openly voice their opinion on a particular issue;
   d) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 10. EXECUTIVE DIRECTOR OF RECRUITMENT AND RETENTION shall:
   a) Work with the Office of the Provost and Admissions Counselors to address concerns and needs;
   b) Serve as a liaison between the Office of the Provost and Admissions Counselors and SGA;
   c) Promote academic resources available to WVU students;
   d) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 11. EXECUTIVE DIRECTOR OF RESIDENTIAL AFFAIRS shall:
   a) Attend Resident Hall Association meetings regularly and report necessary and important information back to SGA;
   b) Meet regularly with members of the Resident Assistant Council;
   c) Work in cooperation with members of the SGA Board of Governors and Executive Directors to fulfill any obligations and goals set forth related to residential affairs;
   d) Conduct a yearly survey within the residential halls on various topics to bring about the best possible quality of living for on-campus students;
   e) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 12. EXECUTIVE DIRECTOR OF SAFETY shall:
   a) Advocate on behalf of the student body on safety-related issues at West Virginia University and in the City of Morgantown;
   b) Schedule and attend monthly meetings with the University and City police departments while promoting awareness of safety concerns within Monongalia County;
   c) Review University Safety protocols annually and City Crime Reports weekly;
d) Coordinate two daytime and two nighttime Safety Walks with City Council, WVU Administrators, SGA and the student body around the campus of WVU and the City of Morgantown;
e) Maintain and promote Photo Voice for the student body’s use;
f) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 13. EXECUTIVE DIRECTOR OF STUDENT CONNECTIONS shall:
a) Coordinate SGA freshmen and transfer students outreach efforts with the help of the Executive Director of Outreach;
b) Coordinate Student Organizations Fair booth during Summer Orientation;
c) Plan Student Connections Meetings;
   i. The purpose of the Student Connections Program (a.k.a. Internship Program) is to increase student involvement with SGA. The Internship Program immerses students in all of the processes of SGA and teaches the structure and principles of the organization. Additionally, the Internship Program prepares the next generation of SGA's leaders by allowing them to work closely with the current administration.
   ii. The first Student Connections meeting will take place on the fourth Wednesday of the fall semester, and meetings will continue until the start of the next campaign period in the spring semester.
   iii. Interns that have completed the program shall be granted first consideration in the appointment of any executive position vacancy in the coming year.
d) Coordinate and carry out SGA’s Internship Program;
   i. The Program shall have an application process open to the entire Student Body.
   ii. Interns are to be paired with a current member of Student Government from the Executive Branch, Board of Governors, or Athletic Council as a mentor.
   iii. Interns must attend the majority of all meetings and events in order to complete the program. The Director of Student Connections shall track attendance and allow excused absences at his/her discretion.
e) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 14. EXECUTIVE DIRECTOR OF STUDENT ORGANIZATIONS shall:
a) Work with the Staff of Student Organization Services to address concerns and needs of students;
b) Serve as a liaison between students and Student Organization Services;
c) Address Student Groups complaints and grievances brought before SGA;
d) Develop and host events, such as the Student Organizations Presidents Advisory Council meetings, to facilitate understanding of SGA and University policies amongst Student Organizations;

e) Coordinate all actions with any SGA awards related to Student Groups, such as the Student Organization of the Year award, on behalf of SGA;

f) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 15. EXECUTIVE DIRECTOR OF TRANSPORTATION AND PARKING shall:

a) Coordinate monthly meetings for the Transportation Student Committee;

b) Serve on the University’s Transportation and Parking Advisory Committee;

c) Meet regularly with the Director of Transportation and Parking and the Director of Mountain Line Transit;

d) Serve as a liaison between students and the Department of Transportation and Parking;

e) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 16. GREEK LIAISONS shall:

a) Consist of one fraternity member and one sorority member as recognized by the Interfraternity Council (IFC) and the Panhellenic Council;

b) Serve as a direct representative and liaison of SGA to the IFC, the Panhellenic Council, and Greek students at WVU;

c) Work within his/her means to create balance and mutual understanding between the Greek community and SGA;

d) Coordinate events bringing together Greek and non-Greek students;

e) Create networking opportunities for Greeks, SGA, and the student body to participate in together;

f) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 17. HISTORIAN shall:

a) Research SGA history;

b) Document past Presidents, Vice Presidents, and Governors platforms and contributions;

c) Present research on various places on and off campus to promote more interest in SGA;

d) Consistently document the happenings and accomplishments of the current administration;

e) Perform all other related duties as shall be determined by the President and Vice President.
SECTION 18. INTERNATIONAL STUDENT LIAISON shall:
   a) Serve as a direct representative and liaison of SGA to the International Student Organization and international students at WVU;
   b) Attend International Student Organization meetings and events organized by international student organizations on campus;
   c) Work within his/her means to create balance between the international student community and SGA;
   d) Strive to create unity between cultures and break down cultural barriers that exist between international and domestic students at WVU;
   e) Perform all other related duties as shall be determined by the President and Vice President.

SECTION 19. WEBMASTER shall:
   a) Consistently maintain and update the SGA website;
   b) Be accountable for the relativity and propinquity of all content on the SGA website;
   c) Perform all other related duties as shall be determined by the President and Vice President.

ARTICLE III. STANDING COMMITTEES

SECTION 1. FINE ARTS COMMITTEE. The Executive Director of the Arts will oversee the Fine Arts committee.

SECTION 2. WELLNESS COMMITTEE. The Executive Director of Wellness will oversee the Wellness committee.

SECTION 3. OFF-CAMPUS HOUSING COMMITTEE. The Executive Director of Off-Campus Housing will oversee the Off-Campus Housing committee.

SECTION 4. STUDENT ORGANIZATIONS PRESIDENTS ADVISORY COUNCIL. The Student Organizations Presidents Advisory Council (SOPAC) will be a collection of student leaders to foster collaboration between student organizations with West Virginia University and assist them in achieving their highest potential.
   a) The Executive Director of Student Organizations in conjunction with Student Organization Services will oversee and organize SOPAC meetings attended by at least one officer or designee of each student organization at West Virginia University.
b) SOPAC meetings will be held at least two times per semester to cover information beneficial to student organizations, such as but not limited to, trademark and licensing, iServe and community service, and the SGA grant application process.

SECTION 5. TRANSPORTATION AND PARKING COMMITTEE. The Executive Director of Transportation and Parking will oversee the Transportation and Parking Committee.

ARTICLE IV. BUREAU OF FINANCE

SECTION 1. DESCRIPTION. The Bureau of Finance will be the committee responsible for providing oversight of the SGA budget and advising the Student Board of Governors on all financial matters related to the organization.

SECTION 2. MEMBERSHIP. The Bureau of Finance membership shall consist of a minimum of five members. Membership will be determined by confirmation of the President of SGA unless otherwise stated by this Article. The Treasurer, Chief Financial Officer, and Executive Director of Student Organizations of SGA will serve as members of the Bureau of Finance. All members of the Bureau of Finance will have voting rights on actions brought before the committee.

SECTION 3. LEADERSHIP. The leadership of the Bureau of Finance will be shared by the SGA Treasurer and SGA Chief Financial Officer as Co-Chairs of the committee. The Treasurer will serve as the Chair on all matters related to external allocation of student government funds, such as but not limited to, grants and awards. The Chief Financial Officer will serve as the Chair on all matters related to internal allocation of student government funds, such as but not limited to, Governor and Executive project expenditure requests. The Bureau of Finance will have a secretary responsible for recording committee meeting minutes and proving written legislative intent on any committee recommendations.

SECTION 4. MEETINGS. The Bureau of Finance will meet at least twice a month or at the request of the Student Board of Governors. Meetings will be open for any member of SGA to observe. Half of total committee membership plus one Chair shall constitute necessary quorum for all meetings.

SECTION 5. DUTIES & RESPONSIBILITIES. The Bureau of Finance’s duties shall include but not limited to:

a) Administer all SGA grant policies as outlined in Sections 6 and 7.

b) Present quarterly SGA financial expense reports to the Student Board of Governors.

c) Oversee allocation of SGA funds as outlined by the SGA budget.
d) Provided recommendations and advice on financial issues upon the request of the Student Board of Governors.
e) Encourage and explore alternative fundraising opportunities for SGA.

SECTION 6. STUDENT ORGANIZATION GRANT POLICY. SGA will set aside a portion of funds to be allocated in the form of grants for the benefit of West Virginia University Student Organizations as stated in Article IV, Section 5 of the Constitution of the Student Government Association. The Student Organization Grants will be subject to the following criteria;

a) Student Organizations requesting funding must be recognized as an official West Virginia University Student Organization and must meet any criteria as set forth by the Office of Student Organizations Services, such as but not limited to, completing an annual officer update application and publishing organization meeting dates and times on the University Calendar.

b) Student Organizations requesting funding shall attend at least one SOPAC meeting within a calendar year of receiving SGA student organization grant funds.

c) Student Organizations requesting funding must submit an application, as approved by the Bureau of Finance, at least two weeks before the requested date of funds.

d) Each Student Organization may only receive one approved grant per academic year to fund one organization event, initiative, or project. A grant request must take place within the same academic year in which the funding request is submitted. No funding may be awarded after May 15th.

e) Grant funding will be allocated in amounts to Student Organizations according to the following guideline structure;

i. Funding requested at $1 to $500. Requested funds must go to the benefit of students at West Virginia University. An organization’s fundraising history will be taken into account in determining the necessity of the grant request.

ii. Funding requested at $501 to $1,000. Requested funds must go to the benefit of the whole organization’s student membership. An organization’s fundraising history, community service, and campus activity will be taken into account in determining the necessity of the grant request.

iii. Funding requested at $1,001 to $1,500. Requested funds must go to the benefit of students in large across West Virginia University beyond the organization’s general membership. An organization’s fundraising history, community service, campus activity, and local community outreach will be taken into account in determining the necessity of the grant request.

f) Student Organizations requesting funds must comply with any additional information requested by the Bureau of Finance within the scope of the grant request.

g) Student Organizations requesting funds will be given at least one opportunity to present their request for grant funding to the Student Board of Governors before being voted upon by the same Board. The Bureau of Finance may give a
recommendation on the Student Organization’s grant request to the Student Board of Governors during this time. The Student Board of Governors will be responsible for the final decision on approving or denying a Student Organization’s Grant request.

SECTION 7. GRANTS AND FINANCIAL AWARDS. In addition to the Student Organizations Grant, SGA will have the authority to allocate additional funds outside of the organization in the form of grants and financial awards. All grants and financial awards are subject to approval by the Student Board of Governors and subordinate to the following criteria;
   a) All funds must be accounted for within the SGA budget.
   b) Must have an application process publicly available to all students. The application must outline the specific criteria and procedures of the grant or financial award selection process.
   c) Applications must be available at least two weeks prior to the allocation of funds.

ARTICLE V. MOUNTAINEER MANIACS

SECTION 1. DESCRIPTION. The Mountaineer Maniacs is the premiere student group for Mountaineer athletics. It will act as a subsidiary organization of SGA, reporting to the President of SGA and the Division of Student Affairs. It will support Mountaineer athletic teams and help promote good sportsmanship as well as Mountaineer pride and tradition. It will be under the jurisdiction of an independent constitution and headed by the Executive Director of the Mountaineer Maniacs.

SECTION 2. EXECUTIVE DIRECTOR OF THE MOUNTAINEER MANIACS shall:
   a) Be charged with handling the day-to-day operations of the student body booster club, the Mountaineer Maniacs;
   b) Promote positive spirit and sportsmanship at all intercollegiate athletics at West Virginia University;
   c) Establish an executive board that will meet regularly to plan Mountaineer Maniac activities and athletic events with all members;
   d) Facilitate membership sign-ups;
   e) Oversee all Mountaineer Maniac expenditures;
   f) Attend SGA meetings monthly and provide a report;
   g) Act as a liaison to WVU University Relations, Student Affairs, and Intercollegiate Athletics;
   h) Meet regularly with the SGA President and Advisor to discuss major decisions concerning the Mountaineer Maniacs;
   i) Perform all other related duties as shall be determined by the President and Vice President.
SECTION 3. APPOINTMENT OF EXECUTIVE DIRECTOR OF THE MOUNTAINEER MANIACS. The Executive Director shall be appointed by the Mountaineer Maniacs Selection Committee within 30 days of the Inauguration of the SGA Administration. The Selection Committee shall:

a) Be composed of the following voting members: one representative from Student Organization Services, one from the Department of Intercollegiate Athletics, one from Student Affairs, one from the WVU Young Alumni Board, two graduating seniors from the Mountaineer Maniacs Executive Board, and the outgoing director of the Maniacs. In the event that the outgoing director is reapplying, another existing member of the Maniacs Executive Board shall take the director’s place on the committee (to be chosen by the Maniacs Executive Board). The SGA President and Vice President shall be ex-officio members and serve without vote;

b) Review and interview all applicants before voting and submitting the names of the recommended nominee to the SGA President for approval before confirmation by the Board of Governors. In the event that the President vetoes the nominee, he/she must notify the committee and instruct them to reconvene to submit another nomination;

c) Have a quorum of 2/3 majority to recommend a nominee to the President.

ARTICLE VI. PR TEAM

SECTION 1. DESCRIPTION. The Communications Director will work closely with the Executive Director of Outreach to appoint the PR Team, which will be responsible for coordinating outreach activities for the Board of Governors and the Student Government Association. The PR Team will consist of an outreach team, advising team, webmaster, historian, and any other position deemed necessary by the Communications Director.

ARTICLE VII. COMMUNITY RELATIONS TEAM

SECTION 1. DESCRIPTION. The SGA Liaison to City Council will oversee the Community Relations (CR) Team. The CR Team will consist of all current SGA Governors, Athletic Council members and Executives as well as interested leaders across the WVU campus. The purpose of the Community Relations Team is to improve the relationship between the West Virginia University student body and the residents of the City of Morgantown.
ARTICLE VIII. STUDENT ADVOCATES FOR LEGISLATIVE ADVANCEMENT

SECTION 1. DESCRIPTION. The Student Advocates for Legislative Advancement (SALA) will consist of any interested WVU student who meets the criteria as set forth within the Student Advocates for Legislative Advancement’s independent Constitution. The purpose of the Student Advocates for Legislative Advancement is to promote the opinions and interests of the general student body at WVU by means of the West Virginia State Legislature, West Virginia Higher Education Policy Commission, and other legislative bodies as needed.

SECTION 2. EXECUTIVE LEADERSHIP. The SGA Executive Directors of Legislative Affairs, consisting of one registered Republican and one registered Democrat, will oversee the Student Advocates for Legislative Advancement. The roles and duties of the Executive Directors of Legislative Affairs will follow as outlined in the Student Advocates for Legislative Advancement’s Constitution.

ARTICLE IX. STUDENT GOVERNMENT ALUMNI

SECTION 1. DESCRIPTION. The Student Government Alumni Association will consist of any interested WVU Student Government Association alumni. The Student Government Alumni Association will work in collaboration with the Student Government Association as well as the WVU Alumni Association, to enhance the relationships between students and alumni by representing and promoting university traditions, instilling pride, bolstering spirit, fostering community and most importantly educating leaders.

ARTICLE X. SPONSORSHIP

SECTION 1. DESCRIPTION. Any member of Student Government may seek approval on behalf of another person, group, or committee to make an event “SGA sponsored.” This permission must be sought vocally and in writing during a Student Government meeting.

SECTION 2. AUTHORITY. The Student Government Association Board of Governors will be granted the power of a 2/3 vote to approve or deny sponsorship of an “SGA Sponsored Event.”

Last Amended: February 26th, 2014