

**By-laws of the
Florida Junior/Community Colleges
Student Government Association
Revised 6-2-03**

Article I: Elections

- Section 1. The Coordinator of the host district of the Spring Conference shall submit recommendations for an Elections Committee Chairperson to the FJCCSGA President by September 1 of the current term. The Elections Committee Chairperson will be appointed at least ninety [90] days prior to the Spring Conference.
- Section 2. Candidates for elected FJCCSGA State offices shall meet the following requirements:
- A. President, Vice-President, Secretary, the four (4) District Coordinators and the Chairperson of the State-wide Jurisprudence Committee shall be elected annually at the Spring Conference for a term of one (1) fiscal year.
 - B. The individual must be enrolled in a minimum of nine semester college credit hours;
 - C. At the time of candidacy, the individual must have completed a minimum of nine semester college credit hours and maintained a cumulative grade point average of 2.5;
 - D. Each individual must submit affidavit of candidacy forms along with a letter of support from their college. Information on the forms must be attested to by the proper administrative officials of the said candidate's college (i.e. transcript). Each candidate will be notified by telephone, followed by a letter, confirming his/her eligibility within ten [10] working days from the time the Elections Chairperson receives the application;
 - E. Applications must be submitted to the Elections Committee Chairperson no sooner than fifty [50] days prior to the Spring Conference and no later than twenty-one [21] days prior to the said conference for submission to the FJCCSGA Executive Board.
- Section 3. Campaign Regulations:
- A. Each candidate must submit to the Elections Committee Chairperson at the conclusion of the "Pre-conference Candidates Meeting", a documented financial report of all campaign expenditures. Such expenditures shall include any donations, materials/supplies and personal property used expressly for campaigning.

- B. Documented financial reports cannot exceed two [2] hundred dollars (\$200.00) excluding the cost for travel to and from the Spring Conference. If a candidate exceeds the \$200 spending limit, he/she will be disqualified from the election and will not be eligible to hold an elected FJCCSGA office for the fiscal year.
- C. Candidates may not run on a slate with other candidates.
- D. If no candidate receives fifty percent plus one (50%+1) of the votes cast for any office, the two candidates receiving the most votes will be placed in a run-off election.
- E. No campaign material or candidate promotion of any sort shall be in the voting area, (this area shall be determined by the Elections Committee Chairperson). This shall be enforced by the FJCCSGA Sergeant-At-Arms and the Elections Committee Chairperson.
- F. Candidates must be accompanied at the Spring Conference by a college employee and/or faculty member. A candidate shall not speak, be spoken for, campaign or seek office without the above mentioned items.
- G. A candidate must be involved in the SGA/CAB/SAB etc. at their local college/campus, as defined in their local constitution.

Article II: Standing Committees

Section 1. The Jurisprudence Committee shall:

- A. Validate the legality of the actions of the FJCCSGA;
- B. Administer the oath of office to the elected officials after the election;
- C. Have the sole power to try impeachment of the Executive Board members other than District Coordinators;
- D. Issue a statement of opinion with every judgement rendered;
- E. Interpret the Constitution;
- F. Hear charges brought up by any delegate or Executive Board member, providing the charge has been signed by two Executive Board members or approved by 2/3 of a district caucus. The charge must be presented before twelve noon on Friday of the conference. If Executive Board feels valid reason is present to break the deadline then procedure will be followed as

usual;

- G. Have the Chairperson keep a record/log book on information of the proceedings of each year's committee and at the end of said year turn this compilation over to the State Advisor to be used in future years;
- H. Elect a Recording Secretary from the committee to record the proceedings of each meeting;
- I. Inform the delegates of any charge presented to the committee and announce meeting times and locations. Said announcements may be made at a general session, meal or other gatherings;
- J. Conduct all hearings of the committee under the "Sunshine" Law [open to all].
- K. If any party feels an unjust decisions has been made, then a further appeal may be made to the Florida Community College Activities Association (FCCAA) Executive Committee within 30 days of the final decision of the Jurisprudence Committee.

Section 2. The Resolutions Committee shall:

- A. Serve as a clearing house on resolutions and to review such resolutions which will be considered at the respective conferences;
- B. Adhere to the rules of resolutions as prescribed by the Executive Board.

Section 3. The Elections Committee shall:

- A. Formulate procedures governing the elections of the FJCCSGA officers;
- B. Be responsible for the smooth execution of the said election;
- C. Mail to all member colleges at least fifty [50] days prior to the Spring Conference an "Elections Packet".

Section 4. The Conference Committee shall:

- A. Be composed of the conference chairperson, host advisor, host District, Executive Board and others deemed necessary by the chairperson;
- B. Formulate and organize the respective conference;
- C. Arrange an adequately sized room to be available at any time for Jurisprudence to meet during the conference.

Section 5. The Credentials Committee shall:

- A. The Credentials Committee shall consist of the Vice-President of FJCCSGA, his/her local SGA/CAB/SAB etc. advisor, and the State Advisor;
- B. Prepare a list of registered delegates and alternates for each conference. A copy of this list, designating head of delegation, shall be given to the State Advisor and the Secretary before roll call of the second General Assembly;
- C. Shall be responsible for the verification of "financial burden proxy" votes at each conference. Schools seeking financial burden proxy votes should submit notarized statement from proper college administrative officials verifying the financial situation of the student representative organization to the Chairperson of the Credentials Committee during registration of the conference;
- D. Shall notify the Executive Board prior to the first roll call of any financial burden proxy votes;
- E. Shall be responsible for sending a Credential Committee Report to each Executive board member 40 days prior to each conference so as to allow time for proper school notification. This report shall list the number of allotted votes per college campus.

Article III: Legislative Power

Section 1. The Executive Board shall have the power to propose, debate and vote on necessary and proper motions pertaining to this organization.

Section 2. The Executive Board shall have the power to enforce the Bylaws by appropriate restrictive and financial actions.

Article IV: Conferences

Section 1. Each of the four [4] Districts shall hold a Fall Leadership Retreat annually. The statewide Annual Spring Conference will take place each February.

Section 2. Each college/campus delegation attending the Spring Conference shall not exceed eleven [11], eight [8] delegates and three [3] alternates, excluding state officers. Member colleges/campuses may bring additional students to the conference who are not delegates or alternates, if registration allows.

Section 3. Participation in a Conference or Retreat shall be open to those individuals meeting the following requirements.

- A. Individual must be currently enrolled a minimum of six classroom credit hours.
- B. Individual must have a cumulative grade point average of at least 2.0, unless the grade point average cannot be determined.

Article V: Resolutions

Section 1. All member junior/community colleges must adhere to the resolution procedures set by the Executive Board.

Section 2. All Constitutional Amendments, By-law amendments and resolutions must be presented by either a member college, a District or by an Executive Board member. For a college to submit a Constitution, Bylaw amendment or resolution, it must be approved by a majority of the college's board. If a resolution is not considered explicitly clear by the Resolutions Committee, a fact sheet will be required of the author.

- A. All Constitution or By-law amendments and issue related resolutions will be submitted to the Resolutions Chairperson thirty [30] days prior to the conference. The Resolutions Committee shall send said items to each member college fifteen [15] days prior to the respective conference. Submitted resolutions that do not concern the aforementioned may be refused and returned to the author.
- B. Refused resolutions may be appealed to the Jurisprudence Committee during its meeting at conference with its decision being final.