

New Hampshire Technical Institute Constitution of the Student Senate

Preamble

We, the students of New Hampshire Technical Institute, recognizing the need to promote learning and to define the exercise of power that it may be less abused, do hereby establish this Constitution.

Article I - Name

The name of the student governing body shall be the Student Senate.

Article II - Purpose

The Student Senate shall deal with those things of mutual concern to the members of NHTI community which are delegated to it by necessity, tradition, or the Administration of NHTI.

Article III - Membership

Section 1 - Each Freshman and Senior Class of each degree-granting department will have senators allotted to them by the following table: . 1 senator for 1 - 49 students; 2 for 50-99; 3 for 100-149; 4 for 150-199; 5 for 200-249. Each non-degree granting department (such as Dental Assisting and Pre-Tech) will have senators allotted to them by the following table: . 1 senator for 1 - 99 students; 2 for 100+. There shall be no more than two(2) senators for a non-degree granting department. Official enrollment will be determined by NHTI Registrar. In the event of reduced enrollment after elections, the department would not lose its additional senator unless the individual should resign, in which case the vacated seat would not be filled.

Section 2 - Election of senators shall be held thusly:

- a) Senior students will fill available positions (as described in Article III section 1) in April of the following fall semester.
- b) Freshman students will fill available positions (as described in Article III section 1) not later than the last day of the fourth week of the fall semester.

Section 3 - If a senator becomes an officer of the Senior Class, the Freshman Class or the Residence Hall Council, he or she must resign his or her Senate seat.

Section 4 - The Executive Council may recommend the removal of a senator after granting him or her a full hearing on any charges brought against him or her. A senator will be removed by a two-thirds vote of the Senate acting with or without such a recommendation.

Section 5 - The Senate will conduct elections to maintain the prescribed number of senators.

Section 6 - The Senate Advisor shall be the Vice President of Student Affairs or an appointee designated by the President of NHTI.

Article IV - Elections and Duties of Officers

Section 1 -The President, Vice President, Secretary and Treasurer of the Student Senate shall be known as the Senate Executive Council.

Section 2 - The duties of the President shall be to preside at Senate meetings, appoint and discharge committees, call special meetings, and to cast the deciding vote in case of a tie. The Senator elected President shall resign his or her Senate seat. The President shall be the student representative on the Administrative Council with full voting rights.

Section 3 - The Vice President shall act as parliamentarian and assume the duties of the President in his or her absence. Should the office of President become vacant, the Vice President will become President.

Section 4 - The Secretary's duties are to keep and post minutes of all Senate and Executive Council meetings and to maintain Student Senate records. The Secretary shall handle all necessary correspondence.

Section 5 -The Treasurer shall maintain financial reports in accordance with State policy and make a financial report at each Senate meeting.

Section 6 - The Senate Executive Council shall be empowered in emergencies to fulfill and maintain the functions and prerogatives of the Senate.

Section 7 - An officer may be removed from his or her office by a two- thirds vote of the entire Senate after he or she has been accorded a hearing on the charges.

Section 8 - Should any office except President become vacant, the Senate shall elect one of its members to fill the vacancy.

Article V - Meetings

Section 1 - Meetings will be held as deemed necessary by the Senate Executive Council.

Section 2 - The Senate will have at least one meeting a month.

Section 3 - Business will not be conducted without a quorum. A quorum shall consist of one-half (1/2) of the members.

Section 4 - Meetings shall be conducted in accordance with a parliamentary procedure to be determined by the Senate immediately following the election of officers.

Article VI - Organizations

Section 1 - All student organizations shall be subject to approval by the Student Senate.

Section 2 - Before midterm of the first academic semester, each student organization must submit a report to the Senate containing the names of their Financial Committee, Executive Council and Advisor.

Article VII - Transfer of Power

Section 1 - Not later than six (6) weeks, and no earlier than nine (9) weeks before the end of the Spring semester the Senate shall elect its inaugural Senate Executive Council.

Section 2 - During the remainder of the school year, any member of the Senate Executive Council Elect may be permitted to serve as presiding officer or as parliamentarian during such periods as the current Senate President may designate.

Section 3 - After graduation, the Senate Executive Council elect shall begin their term in office. During the summer session they shall maintain the functions and prerogatives of the Senate until the fall elections of the Senate body.

Article VIII - By-Laws

Section 1 - The Senate may implement and supplement its functions by means of such bylaws as do not conflict with the Constitution.

Section 2 - By-Laws must be enacted or repealed by a two-thirds (2/3) vote of the entire Senate.

Article IX - Ratification & Amendments of Constitution

Section 1 - This Constitution and attached By-Laws shall take effect upon ratification by the student body. Ratification shall consist of at least a two-thirds (2/3) majority of the ballots cast. The Senate as constituted at the time of ratification shall remain in office until the close of the school year.

Section 2 - Amendments to this Constitution must receive a two-thirds (2/3) vote of the Senate and two-thirds (2/3) vote of the voting student body before they can take effect. All amendments shall be incorporated into the appropriate article and section on its stated effective date.

Bylaws

Article I - Senate Elections

Section 1 - Each academic department should nominate at least one (1) of its members to run for senator in the senate elections to be held in the manner described in Article III of the Student Senate Constitution. Nominations should be submitted to the Senate Executive Council no later than ten (10) days before Senate elections.

Section 2 - Any person wishing to run for Senator shall submit to the Senate Executive Council a petition stating his or her intent to run. This petition shall be signed by twenty (20) members of the student body and at least ten

(10) signatures shall be submitted no later than ten (10) days before Senate elections.

Section 3 - Elections shall be held on a date or dates specified by the Senate Executive Council and shall be by secret ballot. The election procedures shall be supervised by the Senate Executive Council.

Section 4 - Any candidate may not participate in the election procedure.

Section 5 - Tallying of the ballots by the Senate Executive Council shall be done in the presence of at least one (1) other individual not associated with the balloting who will verify the results.

Section 6 - The ballots collected by the Senate Executive Council shall become the property of the Student Senate. All ballots will be destroyed after a period of one semester.

Article II - Senator Responsibilities

Section 1 - All Senate members, being elected representatives of their departments should attend every regularly scheduled meeting. A senator who misses more than three (3) meetings without prior notification to the Senate Executive Council shall automatically resign his or her seat. The names of absent members who are absent without prior notification of the Senate Executive Committee shall be included in the minutes of the meeting. A senator who arrives at a meeting after roll call must inform the Secretary of being present at the meeting. This responsibility rests solely with the Senator involved.

Section 2 - All Senate members are required to serve on at least one of the standing committees. All standing committees shall meet at least once every two weeks to conduct pertinent business of the committee. All standing committees shall make a report at each Senate meeting.

Section 3 - A senator shall maintain a minimum G.P.A. of 2.0, or the Senator shall automatically resign his or her seat.

Article III - Standing Committees

Section I - The Senate shall have the following standing Committees: . Financial/Purchasing Committee . Publicity and Programs Committee . Student Concerns Committee. Executive Committee The Financial/Purchasing Committee shall consider all requests for expenditures. The Senate Treasurer shall be a member of this committee. The Publicity and Programs Committee shall provide the Senate and such other organizations as requested with appropriate publicity. The Student Concerns Committee shall be responsible for investigating any areas of active interest and concerns to the student body and of holding such elections as are necessary for the Senate during the academic year.

Section II - The following NHTI Committees shall consists of Student Senate representatives: Judicial Committee . Institute Leadership Team Committee . Commencement Committee. The Judicial Committee which shall conduct its functions as stated in the Student Handbook. NHTI Leadership Team representative shall be the Student Senate President or their designee. The Commencement Committee shall assist the Vice President of Student Affairs Office with recommendations on Commencement speaker, class gift, special services, and other concerns and will be made up of graduating Senators.

Article IV - Student Organizations

Section 1 -Two (2) or more students shall be necessary to form a student organization. The actual members should be realistic in relation to the type of activity planned by the group.

Section 2 - Organization advisors shall be selected with the approval of the Vice President of Student Affairs.

Section 3 - A student organization in order to be recognized shall submit a constitution and the name of an approved advisor to the Student Senate.

Section 4 - An organization may apply for funds only if it has a recognized constitution, and follows the set guidelines of the Student Senate Financial/Purchasing Committee.

Section 5 - A person or organization wishing to make use of any student display area in the school shall obtain consent from the Student Affairs Office.

Article V - Student Meetings

Section 1 - Once every month, except during December, during which the Senate is duly constituted, the Student Senate may, at the discretion of the Senate Executive Council, hold a meeting with the entire student body.

Section 2 - The Senate Executive Council shall designate Senators to con- duct the meeting.

Section 3 - The purpose of the meeting shall be to inform the students of Senate activities and business and to provide students with an opportunity to express their desires to the Senate.

Article VI - Senate Awards

Section 1 - The Student Senate shall annually award six Student Senate Awards - two of \$1000 to Senior students and four \$1,000 awards to four returning freshman to be used for tuition purposes only for the next academic year.

Section 2 - The Senate Award Selection Committee shall be chaired by the Vice President of Student Affairs and shall include a faculty representative, a representative of the Senior Class and the Freshmen Class, the Phi Theta Kappa Honor Society, the Student Senate, or their designees.

Section 3 - Judging will be based on 90% for contributions to student life and 10% for Academic performance. Applicants must have a GPA (Grade Point Average) of 2.5 or higher.

Section 4 - Applicants need to submit a letter to the Vice President of Student Affairs Office that informs the Committee members of the student's efforts and accomplishments to improve student life on campus. Dead- lines for submission will be set by the Vice President of Student Affairs Office and the Student Senate.

Section 5 -The Freshmen Award will be announced on Awards Day. The Senior Award will be announced at Commencement.

Article VII - Outstanding Organization Award

Section 1 - This award is for any NHTI organization that has performed outstanding service in cooperation with the Student Senate towards the improvement of student life at NHTI.

Section 2 - This award shall be determined through nomination of organizations.

a. Nominations are to be made by Student Senators.

b. Based on these nominations, the Senate Executive Council will make the final decision.

Section 3 - This award shall be given annually on Awards Day.