

STUDENT FORUM CONSTITUTION
Silver Lake College
Manitowoc, WI

Preamble

We, the students of Silver Lake College, in order to further the general welfare of the Student Body, to secure rights of the students, to promote community spirit and to insure representative student government, do hereby ordain and establish this the Constitution of the Silver Lake College Student Forum.

Article I

Name

The name of this representative organization of the Silver Lake College Body will be the Student Forum.

Article II

Objectives

The objectives of the Student Forum will be:

1. to represent student opinion;
2. to promote social, cultural and religious activities;
3. to act as a vehicle by which students can participate in the decision-making process;
4. to raise funds for the college;
5. to develop, through leadership, a more knowledgeable, assertive and concerned student body; and
6. to enhance communication among students, faculty, staff and administration.

Article III

Powers

Section 1 The powers of the Student Forum will be:

- a. to recommend policies;
- b. to implement and codify policies; and
- c. to evaluate policies.

Section 2 The concerns of the Student Body will be directed to the Executive Board of the Student Forum, who will be responsible for the investigation of these concerns and to bring recommendations for policies to the Student Forum.

Section 3 All policies of the Student Forum will be subject to approval and regulation by the Vice President of Student Life of Silver Lake College with final approval by the President of Silver Lake College.

STUDENT FORUM CONSTITUTION
Silver Lake College
Manitowoc, WI

Article IV

Membership

Section 1 Eligibility:

- a. Student Forum members will carry a minimum of six credits per term. All Student Forum members will maintain a minimum grade point average of two point zero (2.00) during Forum participation.
- b. If a member of the Forum has a grade point average lower than 2.00 at the end of any term of Forum involvement, membership will be terminated and will not be eligible for re-election until the students grade point average is a 2.0 or higher.
- c. The Advisor of the Student Forum will be responsible for checking grade point averages.
- d. If a vacancy occurs, see Article VII.

Section 2 Representation:

- a. The Student Forum membership will consist of representatives from each undergraduate academic department and on-campus clubs and/or organizations not otherwise represented by an academic department. The delineation of academic departments and determination of the number of representatives per academic department is provided for in Article VI, Section 2, of the Student Forum Constitution.
- b. If no nominations are made for a particular academic department the seat will remain open until the beginning of the next academic term.

Section 3 Requirements:

- a. Attendance at meetings, see Article IX Section 1
- b. Attendance to a minimum of four (4) total events and/or functions, or participation in special committees outside of Student Forum committees is required.

Section 4 Resignation:

- a. Any member of the student forum who wishes to resign should in writing state the following:
 1. Name, department, and reason.
- b. If vacancy occurs, see Article VII.

Article V
Committees

Section 1: Committees

- a. Student Forum members may hold a maximum of two (2) seats between all committees that are associated with student forum membership.
- b. Attendance requirements see Article IV, Section 3.

STUDENT FORUM CONSTITUTION
Silver Lake College
Manitowoc, WI

Section 2 Social Committee

- a. Will consist of the President-elect, one (1) senior, one (1) Junior, one (1) sophomore, and one (1) freshman
- b. Committee members will call meetings at the minimum of once per month.
- c. Required events that the Social Committee must be involved in are: Opening of school dance, End of the year party, Homecoming, and the Awards Banquet.
 1. The Committee must be involved with a minimum of three events per term; one event for Fall term should be the annual Student Forum fundraiser.
- d. Nominations for the following year will take place at the last meeting of the spring term with the new student forum; one person from each grade level will be nominated.
 1. Freshman nomination will take place after the first year experience votes on the freshman representatives.
- e. Duties of the Social Committee are as follows:
 1. Must aide in planning of all required events of student forum and/or events chosen to be involved in.
 2. May recruit help for events from within student forum
 3. When another club or group meets with the social committee and requests a monetary gift to help with an event, the committee will request from the club or group prior to bringing the information to the student forum for a vote the following:
 - a. How much the total event will cost the club or group.
 - b. The total the club or group would like to receive from student forum.
 - c. What the money will actually be used for.
 - d. How has the group in prior years funded this particular event.
 - e. What efforts the club or group has done on their own for this event.
 - f. A maximum fixed amount of \$200.00 (two hundred dollars) per group or event.
 4. An approval vote would need to have absolute majority of the student forum members after receiving the treasure's report.
- f. Committee members must attend two (2) events that they have planned
- g. If a student forum member is a member of the club or group that is asking for a monetary gift, that forum member will abstain from a vote for that club or group.
- h. No member of student forum may call for a vote when he or she is a member of the club or group asking for a monetary gift.

Article VI

Nominations and Elections

Section 1 Nominations

- a. Notification of nominations for the Student Forum will be placed in student mailboxes by the first week in March of the Spring Term.
- b. All undergraduate students of Silver Lake College will be eligible to participate in the nomination process for all academic departments.
- c. All nominees will be contacted by the Election Committee. All nominees are required to have one (1) full year (fall/spring term, of on-campus academic classes with the exception of President-Elect who will be required to have two (2) full years of academic classes' on-campus.

STUDENT FORUM CONSTITUTION

Silver Lake College

Manitowoc, WI

- d. Upon signing the acceptance of the nomination, their names will be placed on the ballot for the respective academic departments.
 1. Acceptance agreement will state that if a person is selected to fulfill a representative spot on Student Forum will abide by all articles of the Student Constitution. Copy of student forum constitution will be made available to nominee.
- e. Standing committee members will be nominated by the new Student Forum executive board members, and vice president of Student Life at the last meeting of the spring term.
 1. Exception: Freshman will be nominated after the election held during the first year experience.
 2. Social committee members will be nominated by the new Student Forum executive board and vice president of Student Life at the last meeting of the spring term.
 - a. Exception: Freshman will be nominated after the election for student forum representatives held during the first year experience.
 3. All members of either standing committees or social committees have the option to decline any nomination.
 4. Due to the unique demographics affecting students in the Career Directed Program (CDP) the Director of Career Directed Programs will be a member of the Advisory Board to insure that student enrolled in Career Directed Programs are kept up-to-date on issues affecting the student body.

Section 2 Elections:

- a. All undergraduate students of Silver Lake College will be eligible to vote in all general elections of representatives in their declared major(s) and minor(s) departments.
- b. Elections will be held by the end of March of the Spring Term.
- c. Those receiving a simple majority of the votes cast will be elected to the Student Forum.
- d. In the event of a tie vote, in which each candidate receives an equal number of votes, the winner will be determined by a vote by the Student Forum representatives.
- e. Each academic department will have one representative per every forty (40) students with a major in that academic department. Each academic department will have a minimum of one representative.
- f. Election of two (2) freshmen representatives will be completed during the First Year Experience.
- h. All members of the Student Forum will serve a one year term except for the President-Elect who will serve a two-year term.

Article VII

Vacancies

If a vacancy occurs at the end of a term, the Executive Board of the Student Forum will run an election no later than thirty (30) days after the start of the fall or spring term in the appropriate academic department.

STUDENT FORUM CONSTITUTION
Silver Lake College
Manitowoc, WI

Article VIII

Officers

Section 1 The officers of the Student Forum will be President, President-Elect, Secretary and Treasurer.

Section 2 Election of officers:

- a. Officers of the Student Forum will be elected after the election of new members in the Spring Term.
- b. Student Forum Officers will be elected by the new Student Forum representatives for the following year. The nominee receiving the highest number of votes for each respective office will occupy the appropriate office.
- c. Votes will be tallied by the Vice President of Student Life or his/her designee.

Section 3 Officer vacancies:

- a. If for any reason a President vacates the office, the vacancy will be filled by the President-Elect. The Treasurer will fill the President-Elect position. The Secretary will fill the Treasurer's position and an election will be held to fill the vacant Secretary's position.
 1. Each officer has the right to decline the new position and stay in his/her current position.
- b. At the next meeting of the Student Forum, nominations will be accepted for the open position. Elections will be conducted as provided for in **Article VI, Section 2**, of the Constitution of the Student Forum.

Section 4 Duties

- a. President
 1. Attend executive board and student forum meetings.
 2. Call the meetings to order.
 3. Control the order of the meeting.
 4. Call for votes.
 - a. Exception – see Article V, Section 2, H & I.
 5. Adjourn meetings.
- b. President –Elect
 1. Attend all executive board and student forum meetings.
 2. Fulfill duties of the president should the president be unable to.
 - a. Exception – see Article V, Section 2, H & I.
 3. Make decision on absenteeism – excused or unexcused.
 4. Membership to the social committee.
- c. Treasurer
 1. Attend all executive board and student forum meetings.

STUDENT FORUM CONSTITUTION
Silver Lake College
Manitowoc, WI

2. Track all of student forum income and expenditures.
 3. Give a report during student forum meetings.
 4. See article V, Section 2, H & I.
- d. Secretary
1. Attend all executive board and student forum meetings.
 2. Take detailed notes at meetings.
 - a. Copies of minutes and agenda should be placed in student forum member mailboxes on the Monday prior to the student forum meeting in a sealed envelope.
 - b. Publish minutes on educator the Monday after each student forum meeting.
 - c. Send via e-mail copies of minutes and agendas to all student forum members, student forum advisors, student forum committee chairs, vice president of student life, the dean of students, and vice president of student affairs via educator e-mail.
 3. See article V, Section 2, H & I.

Article IX

Meetings

Section 1 Regular meetings will be conducted a minimum of four (4) times during each term, at a time which can accommodate the greatest number of members. An absolute majority of the total membership must be present before a formal meeting may be called to order. An absolute majority is 50% + 1.

Section 2 Emergency meetings may be called by any member of the Student Forum's executive board, or the Advisory Board of the Student Forum.

Section 3 Absenteeism:

- a. Any member who must miss a meeting will notify the President or the Secretary of Student Forum prior to the meeting, at which time the President-Elect will deem the excuse valid or invalid.
- b. If a member of the Forum is absent from a regular meeting, and that absence is not excused, the member will receive a written warning, and will be placed on "pending" status. Upon the second unexcused absence, the member will be dropped from the Student Forum and the vacancy will be filled as provided for in Article VI, Section 2, of the constitution of the Student Forum, unless there is a special circumstance for the absences that can be determined.

Article X

Advisory Board

The Student Forum will have an Advisory Board appointed by the Vice President of Student Life. The Student Forum reserves the right to make a recommendation for removal of any *member of the*

STUDENT FORUM CONSTITUTION
Silver Lake College
Manitowoc, WI

Advisory Board, to the Vice President of Student Life by an absolute majority vote of the members at any regular meeting. Exception see Article VI section 1 e 4.

Article XI

Amendments

This Constitution may be amended by an absolute majority vote of the members of the Student Forum.

Article XII

By- Laws

Rules governing the Student Forum of Silver Lake College must be consistent with this Constitution and will be enacted within the By-Laws of the Constitution.

Approved February 2008

APPROVED