Mission Statement

The PURPOSE of SGA is to build strong community by encouraging and uplifting the student body. Through communication, campus involvement, and community outreach, Student Government seeks to serve God and build Milligan College into a spiritual powerhouse so that we leave behind a lasting legacy.
PREAMBLE

We, the students of Milligan College:

Recognize in full the responsibilities bestowed upon us by the President of the College under the authority of the Board of Trustees;

Formulate and execute a student government whose duties and liberties shall be determined by the above parties who entrust in this student organization the authority to perform their necessary actions;

Represent our constituents, to whom this body shall regularly report, in order to stimulate communication and to participate in the determination of College procedures;

Create and maintain attitudes conducive to academic advancement, to create and maintain a spiritual environment, to promote a well-balanced campus social life, and to develop a greater spirit of progressive citizenship;

do hereby set forth these By-Laws and Handbook of Student Government.
ARTICLE I
SUFFRAGE AND MEMBERSHIP

Section 1. Every student of Milligan College shall be a member of the student body and shall enjoy equal rights of suffrage under this government.

Section 2. The Student Government Association (hereinafter SGA) shall consist of the Executive Council, the Student Senate, a Faculty Adviser, a Staff Adviser, and all committees provided for in these By-Laws and Handbook.

Section 3. Membership in SGA shall be open to all undergraduate students.

Section 4. All members of SGA are to be full-time students on good academic standing at the time of election or appointment and during the term of office.

Section 5. The voting members of SGA shall be composed of students elected by the student body as its representatives who are designated as follows: President, Vice President, Secretary, Treasurer, president of each class, two male representatives from each class, and two female representatives from each class.

Section 6. The non-voting membership of SGA shall be composed of students or employees of the college as its representatives who are appointed by the President and designated as follows: Parliamentarian, Faculty Adviser, Staff Adviser, and any other positions defined by SGA.

ARTICLE II
ORGANIZATION

Section 1. Student Government at Milligan College is structured as follows.

A. The Executive Council consists of five members, as described below.
   1. Four members are voting officers: President, Vice President, Secretary and Treasurer. Voting members are elected by the student body.
   2. One member is a non-voting officer: Parliamentarian. Non-voting members are appointed by the President and approved by the voting officers of the Executive Council.

B. The Student Senate consists of at least eighteen members: presidents of each class, two male and two female representatives from each class. All members listed in this sub-section (Section 1, B) are senators and are voting members of SGA.

C. SGA consists of four categories, each of which is further defined in this Article: the Executive Council, the Student Senate, Committees, and two Advisers.

D. All members of SGA should be of high moral standards, be respectable among the student body, and live within the guidelines of the “Expectations & Responsibilities for Student Lifestyle” and “Student Conduct Guidelines” in the Student Handbook.

Section 2. Every student is a member of the student body, as described in Article I, Section 1.

EXECUTIVE COUNCIL

Section 3. Membership of the Executive Council is defined above.
Section 4. All executive power herein granted shall be vested in the President, Vice President, Secretary, and Treasurer of the student body, who shall be elected by the student body concurrently with the Student Senate.

Section 5. The Executive Council shall
   A. Organize, advise, oversee, and otherwise lead SGA, as directed by the President.
   B. Coordinate communication and cooperation among the various student organizations of Milligan College as well as between students and the administration, faculty, and staff.
   C. Oversee activities undertaken by SGA or by any of its committees.
   D. Review the SGA budget for submission to the Student Senate, the Campus Activities Director, and the Vice President for Student Development. The budget must be approved by all members of the Executive Council before it is submitted.

Section 6. The President of SGA
   A. Powers and Duties, The President of the student body shall.
      1. Represent the interest, concerns, and needs of the student body.
      2. Preside over meetings of the Student Senate.
      3. Appoint chairpersons to all standing committees: Advertisement, Service/Spiritual Life, Student Concerns, and Student Events, be appointed by the President of SGA with the approval of the Executive Council.
      4. Appoint the Disciplinary Committee members, Faculty Adviser, Parliamentarian and Staff Adviser, and remove any of these officers who fail to uphold the responsibilities and purposes of SGA, all of which is subject to the approval of a majority of the Student Senate.
      5. Appoint assistants to the President or to the Executive Council as he/she deems necessary, and to remove any of these assistants whose reason for appointment expires or who fail to uphold the responsibilities and purposes of SGA, all of which is subject to the approval of the Executive Council.
      6. Delegate tasks and responsibilities within the Executive Council.
      7. Oversee all publications and other communications of SGA.
   B. Qualifications: Any candidate for the office of President of SGA shall
      1. Be a rising junior or senior, according to years of enrollment at Milligan.
      2. Have a minimum 2.50 cumulative grade-point average and a minimum 2.50 grade-point average for the preceding semester at this College.
      3. Have at least one year of executive council experience and/or two years of senate experience.
      4. Hold no other SGA office while serving as President of the student body.

Section 7. The Vice President of SGA
   A. Duties and Powers: The Vice President of the student body shall
      1. Make reports to and assist the President.
      2. Organize and coordinate the New Student Banquet, Blood Drives, and similar functions that fall under SGA, as directed by the President.
   B. Qualifications: Any candidate for the office of Vice President of SGA shall
      1. Be a rising junior or senior, according to years of enrollment at Milligan.
      2. Have a minimum 2.50 cumulative grade-point average and a minimum 2.50 grade-point average for the preceding semester at this College.
      3. Have at least one year of executive council experience and/or two years of senate experience.
      4. Hold no other SGA office while serving as Vice President of the student body.

Section 8. The Secretary of SGA
A. Powers and Duties: The Secretary of SGA shall
1. Be responsible for maintaining minutes and taking attendance for all Senate meetings and publishing them, both electronically and in paper form.
2. Be responsible for a yearly compilation of minutes, achieved goals, and other accomplishments.
3. Produce and distribute all printed works for SGA, including but not limited to an agenda for Senate meetings.
B. Qualifications: Any candidate for the office of Secretary of SGA shall
1. Be a rising sophomore, junior, or senior, according to credit hours.
2. Have a minimum 2.00 cumulative grade-point average and a minimum 2.00 grade-point average for the preceding semester at this College.
3. Have a minimum of one year’s experience in SGA. Hold no other SGA office while serving as Secretary of SGA.

Section 9. The Treasurer of SGA
A. Powers and Duties: The Treasurer of SGA shall
1. Prepare and preserve financial summaries at the beginning and ending of each fiscal year.
2. Be responsible for SGA budget.
3. Keep permanent record of all receipts and expenditures.
4. Give monthly budget reports to SGA. File check request forms with the Campus Activities Director, obtaining proper signatures and presenting them to the Business Office.
5. Advise SGA if it is in the best interest of the budget to pass certain bills.
B. Qualifications: Any candidate for the office of Treasurer of SGA shall
1. Be a rising sophomore, junior, or senior according to credit hours.
2. Have a minimum 2.00 cumulative grade-point average and a minimum 2.00 grade-point average for the preceding semester at this College.
3. Have a minimum of one year’s experience in SGA. Hold no other SGA office while serving as Secretary of SGA.

Section 10. The Parliamentarian of SGA
A. Powers and Duties: The Parliamentarian of SGA shall
1. See to the order and maintenance of all Student Senate and Executive Council meetings.
2. Govern all Senate and Executive Council meetings according to the current edition of Robert’s Rules of Order Newly Revised if desired.
3. All votes that take place in the Student Senate will be performed closed-ballot and will be performed and coordinated by the Parliamentarian.
B. Qualifications: The Parliamentarian of SGA shall
1. Be a rising sophomore, junior, or senior, according to credit hours.
2. Be appointed by the President of SGA with the approval of the Executive Council.
3. Have a minimum 2.00 cumulative grade-point average and a minimum 2.00 grade-point average for the preceding semester at this College.
4. Hold no other SGA office while serving as Parliamentarian of SGA.
STUDENT SENATE

Section 11. Membership of the Student Senate is defined above in Article I.

Section 12. The Student Senate shall participate in the establishment of politics and regulations regarding areas of primary interest to the student body. These politics and regulations include but not limited to the regulation of student conduct, student housing, food services, student activities and organizations, non-academic student facilities, spiritual affairs, and the establishing of disciplinary and appeal procedures.

A. The Student Senate has the authority and responsibility:
   1. To impeach the President and/or Vice President of the Executive Council; to remove a senator; to remove officers approved or elected by the Senate; to recommend the removal of a representative of a student organization from the organization which he/she represents.

COMMITTEES

Section 13. SGA includes members of both standing and special committees. Committees consist of committee chairpersons and committee members.

A. A standing committee is one whose duties are essential to the running of SGA, and whose duties carry on from year to year.
   1. Advertisement Committee
      a. Increase Publicity
      b. Advertising/branding SGA, which includes operating social media accounts
      c. Maintain and weekly update the SGA website
      d. Make/distribute all flyers
      e. Put flag up in SGA meeting room before each meeting
      f. Work with PR/Stampede to develop stories
      g. Liaison between the Vice President of Marketing and Enrollment Management and SGA members
   2. Service/Spiritual Life Committee
      a. Be a moral conscience for SGA
      b. Organize community service projects
      c. Coordinate and meet with the Campus Minister at least twice a semester
      d. Chairman will delegate devotional responsibilities
      e. Lead SGA in sending flowers, gifts, cards, etc. in the events of hardships and joyous occasions among the Milligan Community
   3. Student Concerns Committee
      a. Write and submit proposals to appropriate persons
      b. Read questions in anonymous question box
      c. Chairman will receive and delegate suggestions from the SGA website
      d. Report to senate and executives each meeting
   4. Student Events Committee
      a. Plan at least one academic campus event during the Fall semester
      b. Plan Mr. Buff and Spring Formal
      c. Coordinate sign-ups
      d. Gather and purchase necessary supplies for events
      e. Collaborate with other clubs on campus and their events
5. The chairperson of each standing committee shall be appointed by the President of SGA with the approval of the Executive Council.
6. The President of SGA may create or eliminate standing committees, subject to the approval of the Student Senate.
7. Committees must meet regularly so that they can report to the senate and executives what has been accomplished.
8. An executive will be placed in each committee

B. Special committees may be created to investigate an issue or complete a task as deemed necessary by the Executive Council and approved by the Student Senate.
1. The chairperson of each special committee shall be appointed by the President of SGA with the approval of the Executive Council
2. A report of the committee’s progress shall be granted upon request.
3. The committee may be dissolved by the President upon completion of the task or investigation.
4. Committee chairpersons are required to attend at least one meeting per month; giving the Vice President prior notice of their intention to attend.

Section 14. Each committee must present its budget to SGA by the conclusion of the spring semester for both the previous year and the upcoming year. This budget must contain estimated expenditures broken down by events.

Section 15. Chaplain; Spiritual Life Chairperson
A. Powers and Duties: The Spiritual Life Chairperson shall
1. Be a moral conscience for SGA.
2. Be a liaison between SGA and the Campus Minister and ministry programs. This is to be accomplished by:
a. serving on campus ministry team.
b. serving on chapel committee under the direction of the Campus Minister.
3. Organize all devotions for the Student Senate meetings.
4. Lead SGA in sending flowers, gifts, cards, etc. in the event of hardships among the Milligan Community, as well as in the event of joyous occasions.

B. Qualifications: The Campus Ministry Chairpersons shall:
1. Be of especially high moral standards, respectable among the student body, and actively involved in campus leadership and ministry.
2. Be a rising sophomore, junior, or senior.
3. Be appointed by the President of SGA with the approval of the Executive Council.
4. Have a minimum 2.00 cumulative grade-point average and a minimum 2.00 grade-point average for the preceding semester at this College.

ADVISERS

Section 16. Two Advisers will meet with and advise SGA.
A. The President shall appoint and the Executive Council shall approve a Faculty Adviser who shall be a member of the Regular Ranked Faculty of the College, as defined by the “Faculty Handbook.”
1. The Faculty Adviser shall assist the President, Executive Council, and SGA as necessary.
2. The Faculty Adviser shall facilitate communication and cooperation between SGA and the administration, faculty, and staff of the College.
B. The Staff Adviser shall be the Campus Activities Director.
1. The Staff Adviser shall assist the President, Executive Council, and Student Senate as necessary.
2. The Staff Adviser shall facilitate communication and cooperation between SGA and the administration, faculty, and staff of the College.
3. The Staff Adviser shall serve as a liaison between SGA and the College’s Vice President for Student Development.
4. The Staff Adviser shall work closely with the President and the Treasurer regarding SGA’s finances.

ARTICLE III
MEETINGS

Section 1. The initial meeting of the newly elected members of SGA shall be held within two weeks of election day in the fall of the year prior to service.

Section 2. Meetings of SGA, other than regularly scheduled meetings, shall be announced to every member more than twenty-four hours before such a meeting is convened.

Section 3. A quorum shall consist of two-thirds of the voting members of SGA.

Section 4. All meetings of SGA are open to the Milligan College student body.

Section 5. Robert’s Rules of Order shall be consulted for points of parliamentary procedure not covered by these By-Laws. A spirit of Christian cooperation, however, shall have precedence over these rules, as deemed appropriate by the President, the Vice President, the Parliamentarian, the Faculty Adviser, the Student Development Office Adviser, or the consensus of SGA—In all things love.

Section 6. Attendance is required at ALL regularly scheduled SGA meetings and ALL other meetings called by the President. Each Student Senate member will be allowed three unexcused absences per semester, whereupon any further absences will result in a dismissal procedure from SGA, preceded by a hearing of the Executive Council. The President shall make all final decisions regarding the removing or retaining a member of the Student Senate.

ARTICLE IV
VACANCIES

Section 1. Should the office of President of the student body become vacant, the Vice President shall succeed to the presidency until the next general election.

Section 2. Should the office of Vice President become vacant, the Treasurer of the student body shall succeed the vice presidency until the next general election.

Section 3. Should the office of Secretary or Treasurer become vacant, the President shall make a new appointment, subject to approval by the rest of the executives and senate members.
Section 4. Should the office of Parliamentarian, Spiritual Life Chairperson, Faculty Adviser or Staff Adviser become vacant, the President shall make a new appointment subject to approval by the Executive Council.

Section 5. Should a class president position be vacated, the Executive Council shall select the representative that will fill the vacancy, subject to approval by the Executive Council. Should a representative position become vacant, the class President shall choose an appropriate person to fill the vacancy, subject to approval by the Executive Council.

Section 6. Should a representative position become vacant, the class President shall choose an appropriate person to fill the vacancy, subject to approval by the Executive Council.

ARTICLE V
IMPEACHMENT

Section 1. Impeachment proceedings may be brought against the following.
   A. Any Executive Council officer or Student Senate member with more than three absences in one semester.
   B. Any SGA member who, by unanimous judgment of the Executive Council, has become irresponsible and disinterested in the service of the student body.
   C. Any member of SGA for failing to perform her/his duties, for failure to meet the institutional requirements for office, or for failure to uphold the responsibilities and purposes of SGA.
   D. Any student living in conflict with the “Expectations & Responsibilities for Student Lifestyle” and “Student Conduct Guidelines” in the Student Handbook.

Section 2. Impeachment proceedings for a member of the Executive Council shall be as follows.
   A. Proceedings for impeachment of the President of SGA shall be presided over by the Parliamentarian.
   B. A written request must be filed with the Faculty Adviser or the Staff Adviser by either of the following.
       1. Five members of the Student Senate.
       2. A petition signed by ten percent of the student body.
   C. A three-fourths vote of the voting members of SGA present at the next regularly scheduled meeting, provided a quorum is present, is necessary for conviction of impeachment.
   D. Appeals may be made before the Executive Council, who by unanimous vote may appeal the Student Senate’s decision before the student body. A majority vote of the student body will affirm or deny the decision of the Student Senate.

Section 3. Impeachment proceedings for a Senator shall be as follows.
   A. Impeachment proceedings may be initiated by any student and confirmed by a majority vote of the voting members of SGA present at any regularly scheduled meeting at which a quorum is present.
   B. The results of this vote shall be published in the regular minutes of the meeting.
   C. Impeachment proceedings shall be tabled until the next regularly scheduled meeting.
   D. A three-fourths vote of the voting members of SGA present at the next regularly scheduled meeting, provided a quorum is present, is necessary for conviction of impeachment.
ARTICLE VI
AMENDMENTS

Section 1. The process of amending these By-Laws and Handbook may be initiated by a petition carrying the signatures of twenty-five percent of the student body or by a two-thirds vote of the SGA members present at any regularly scheduled meeting, provided a quorum is present. It may also be amended by the Executive Council at the start of a new academic year.

Section 2. An amendment shall be tabled until the next regularly scheduled meeting. If at this time it is passed by two-thirds vote of the voting members present, provided a quorum is present, it shall be sent to the student body for approval. A two-thirds affirmative vote of those present at the meeting shall send the amendment to the President of the College for approval, who shall put the amendment into effect.

Section 3. A proposed amendment having failed to pass SGA may be referred to the student body for a vote. If passed by a two-thirds vote of the student body and approved by the President of the College, it shall then be put into effect.

ARTICLE VII
CLUB FORMATION

Section 1. Club Formation Requirements
A. Each prospective club must complete the petition consisting of a minimum of twenty signatures
B. Each prospective club must submit the petition to the Campus Activities Director one week prior to the upcoming SGA meeting
C. All club formation requests must be approved by the majority vote

ARTICLE VIII
BUDGET AND FINANCE

Section 1. Financial Grant Guidelines
A. All grant requests must specify the organization’s interest to obtain either a grant or a loan.
B. Each grant request shall be announced by campus email and posted in the Public Folders one week prior to the next regularly scheduled meeting, at which the letter’s sponsor must present the request to SGA for a vote.

Section 2. No committee may sign any contract that exceeds currently available funds, without prior approval of SGA.

Section 3. Club and Organizational Assistance Fund Guidelines
A. Eligibility
   1. To be eligible for Club and Organizational Assistance Fund grants, the organization must be recognized by the Office of Student Development.
   2. All requirements for financial funds apply.
   3. The letter of intent must include the name of the organization’s Faculty Adviser(s), the names of the student leader(s), the reason for the financial request.
B. Funds may be issued to non-budgeted organizations only.
C. Budgeted organizations may only obtain money by petitioning at the end of the Spring semester.
D. Bill forms must be presented by the guidelines set forth by the Executive Council.
E. Ordinarily, each club or organization may only present one bill for no more than $200.00 per semester.
F. Clubs or organizations with significant or unique needs may make special appeal to SGA to exceed the $200.00 limit mentioned above.

Section 4. Rules
A. All grant proposals presented to SGA shall
   1. Fit the pre-designed format.
   2. Be signed by two authors. Grant proposals shall only be authored by current Milligan College students. Faculty, staff, and the Parliamentarian of SGA shall not be authors of bills.
   3. Have the signature of at least twenty supporting non-senate members of Milligan College.
   4. Bills from organizations seeking money from the Organizational Assistance Fund shall be signed by the organization’s faculty adviser.
B. All bills must be presented to a member of the Executive Council or be placed in the President’s mailbox at least eight days before the next regularly scheduled SGA meeting.

Section 5. Debate
A. In the case of controversy, all monetary bills may be tabled for one week, in order that Senators may receive feedback from the student body.
B. After a bill has been lifted from the table, debate may ensue in the following order
   1. Authors shall discuss the bill amongst SGA.
   2. To the extent possible, debate shall be by pro, con, pro, con, etc.
   3. Each person present shall have thirty seconds to respond to the bill, in addition to questions, points of order, etc.
   5. All voting shall be closed ballot and counted by the Parliamentarian.

ARTICLE IX
ELECTION PROCEEDINGS

Section 1. Staff Advisor shall initiate the election proceedings for President, Vice President, Secretary, and Treasurer at least month prior to summer break.

Section 2. Nominations and Qualifications of Executive Council candidates shall be as follows.
A. All nominations shall be made by written petition carrying thirty signatures of the student body of Milligan College along with the submission of a video.
B. These petitions shall be presented to the Senior Class President or the Office of Student Development.
C. Petitions shall be due one week prior to the election.
D. All candidates shall fulfill the qualifications set forth in these By-Laws and Handbook.
E. The Senior Class President shall notify each candidate of his/her fulfillment of qualifications for the position sought within forty-eight hours of turning in his/her petition. With approval of the nomination, the chairperson shall also send a copy of campaign regulations to each candidate.
F. In the event of executive positions not filled by qualified students as per the above requirements, the Dean of Students shall permit exceptions on a case by case basis.
G. RAs should not be on the executive team due to conflict of scheduling.

Section 3. Campaigns of Executive Council Candidates
A. Campaign activities may begin after written notification of fulfillment of all requirements for the position sought.
B. Violation of the rules set forth herein or within these By-Laws and Handbook shall result in immediate withdrawal of a candidate for the office sought. All decisions of the Senior Class President concerning violations of election proceedings are final.

Section 4. The elections of the Student Senate shall be as follows.
A. The President of the student body shall initiate the election proceedings for rising senior, junior, and sophomore class presidents and male and female representatives at least one month prior to summer break.
B. The President of the student body shall initiate the election proceedings for the freshman class president and male and female representatives during the Introduction to Milligan meeting on the Sunday before Matriculation.

Section 5. Nominations and Qualifications of Student Senate candidates shall be as follows.
A. All nominations shall be made by written petition carrying thirty signatures of the constituents under the jurisdiction of the candidate.
B. These petitions shall be presented to the President of the student body or the Student Development Office.
C. All candidates shall fulfill the qualifications set forth in these By-Laws and Handbook.
D. The President of the student body shall notify each candidate of her/his fulfillment of qualifications for the position sought within forty-eight hours of turning in his/her petition.

Section 6. Campaigns of Student Senate Candidates
A. Campaign activities may begin after the petition has been signed and turned in.
B. No campaign materials shall be placed in classrooms, McCormick Dining Hall, the “Grill”, Seeger Chapel, or offices of the faculty or staff of this College.
C. Violation of the rules set forth herein or within these By-Laws and Handbook shall result in immediate withdrawal of a candidate for the office sought. All decisions of the President of the student body concerning violations of election proceedings are final.

Section 7. Election results shall be posted at McMahan Student Center within twenty-four hours of poll closing. Vote totals shall be made public through the “SGA Minutes” posted under Public Folders.

Section 8. Student Senate and Executive Council Positions
A. The entire SGA must be elected and in place for their first meeting by April 1st of the semester.
B. Former Senate and Executive Council members’ terms do not end until the new senate and Executive Council has been sworn in.

ARTICLE X
THE BY-LAWS AND HANDBOOK

Section 1. These By-Laws and Handbook shall supersede all previous SGA documents, as of the date of ratification of this Constitution, as indicated below.

Section 2. At the beginning of the fall semester the Executive Council shall review these By-Laws and Handbook and make any necessary revisions. All revisions must be approved by the Director of Student Life.
Section 3. The President of the College, the Vice President for Student Development, the Director of Student Life and the Executive Council must unanimously approve any new SGA By-Laws and Handbook.