

2018-2019 SGA Executive Officer Application

Thank you for your interest in the Student Government Association 2018-2019 Executive Officer Elections! If elected, you will be afforded the opportunity to proudly serve your campus and community. Online applications are due No exceptions. The primary election will be held on Tuesday, April 10th and the runoff election, if necessary, will be held on Thursday, April 12th. The elections will take place from 8:00am. – 11:59pm via student email account.

Candidate Requirements:

As per the SGA Constitution:

- The membership of the SGA shall consist only of students duly enrolled in The Mississippi School of the Arts with a cumulative GPA of 2.95 for senators; a cumulative GPA of 3.1 for Executive Officers including SGA President, SGA Vice President, Treasurer, and Secretary; and a cumulative GPA of 3.25 for Attorney General.

As per the SGA Election Code:

- Each candidate must meet the qualifications for the office, position or title that he/she is seeking by the specified candidacy application deadline.
- Each candidate for an SGA office, position or title must be a full-time student in good academic standing with the school at the time of application.
- The executive offices shall consist of the president, vice president, attorney general, treasurer and secretary.
- Candidates for these offices must have completed one full semester at the Mississippi School of the Arts before they take office.
- No person shall simultaneously seek two executive offices. If a candidate wishes to seek an office other than the one originally applied for, the person must withdraw the first application and then file a new application for the different office sought; the second application must also meet the original deadline date.
- If any candidate is unopposed, then he/she automatically wins the office for which he/she applied.
- If a candidate for any position or title does not receive majority of the votes cast, there will be a runoff consisting of the two candidates who received the most votes.

→ In the event that no candidacy application is received for a specific SGA office, position or title, the application deadline will be extended for a period of five (5) days under the same guidelines set forth in this Election Code. If no applications are submitted after the five (5)-day extension, the president-elect shall appoint the position before the swearing in ceremony.

Executive Officers Duties:

President:

- Serve as the official representative of the SGA;
- Administer and enforce the SGA Constitution
- Call and preside over meetings of the SGA
- Veto or sign bills, acts, or resolutions of the SGA Senate and amendments to the Constitution proposed by the body, provided that he/she exercises that power within five (5) school days after passage of said bill, act, resolution, or amendment by the SGA Senate. If the President does not veto or sign the bill, act, resolution, or amendment, it goes into effect;
- Make recommendations for legislation to the SGA Senate near the beginning of each school term and at other times upon invitation by the SGA Senate;
- To call special sessions of the SGA Senate
- To make appointments to fill all executive officer vacancies from the SGA with a three-fourths approval of the SGA Senate
- To appoint someone from outside the legislative branch to lead investigations on any subject the SGA President deems necessary
- To call for a special referendum. Referendum is to be defined as an unscheduled vote of the student body on any subject.
- To establish and enforce such rules and procedures as are necessary for the proper functioning of the executive branch
- To deliver a "State of the SGA" address to a joint meeting of the entire SGA at a regularly scheduled SGA Senate meeting at least once a semester
- To ensure public access to proceedings of all regularly scheduled meetings of any part of the SGA with the exception of Judicial Board proceedings.
- To designate an executive officer to be the official student representative in the event that the SGA President is unable to attend an official school obligation. This shall begin in rank order with the SGA Vice President and continue down the chain of command as needed.
- To hire and appoint, as well as dismiss, all personnel in the SGA whose appointment or election is not provided for by the Constitution, with the approval of the Executive Council.

- To accept the resignation of any SGA officer except a Senator or a member of the Student Conduct Board.
- To attend all regular meetings of the Senate to be informed as to the legislation passed.
- No leave of absence shall be granted without two-thirds approval of the Senate.

Vice-President:

- To execute the duties and powers of the President in his/her absence,
- To be the official representative of the SGA at activities both on and off campus that the SGA President cannot attend
- To serve as President of the Senate and perform the following duties,
- To appoint in conjunction with the President pro tempore of the Senate a Parliamentarian, Clerk, Sergeant at Arms, and any other such functionaries of the Senate as he/she may decide,
- To vote only if a tie occurs,
- To deliver the officer report on behalf of the Executive Branch,
- To perform such duties as the President may assign him/her, and
- To be the presiding officer over all meetings of the SGA Senate and to cast a vote only in the event of a tie
- To ensure the maintenance of all official records of the SGA Senate
- To perform all such duties as the SGA President shall assign
- To use his/her discretion in appointing the members of all committees falling under the jurisdiction of the SGA Senate
- To use his/her discretion in the creation of all ad hoc committees as needed within the jurisdiction of the SGA Senate.
- To remove any senator or observer from the SGA Senate chamber if deemed necessary
- To serve as a member ex officio of all SGA Senate committees
- To appoint all SGA Senate committee chairs
- To set the legislative agenda
- To determine the policies regarding the submission of legislation
- To call special sessions of the SGA Senate
- To organize and direct the maintenance of accurate records of SGA events.
- To accept the resignation of any Senator.
- To attend all regular meetings of the Senate to be informed as to the legislation passed.

- No leave of absence shall be granted without two-thirds approval of the Senate.
- To execute the duties and powers of the President of the student body at his or her request.
- To have the power to fill, by appointment, all vacant seats occurring in the committee structure, except for the committee chairs. He or she may dismiss committee chairs and co- chairs from their positions with a two-thirds approval of the Senate. He or she shall serve as an ex-officio member of all such committees.

Attorney General:

- To serve as the chief advisor on all questions of constitutionality
- To notify the SGA Senate should any officer of the SGA commit an unconstitutional or illegal act
- To certify the results of all SGA elections and referenda
- To preside at the swearing in of all SGA executive officers
- To answer questions and provide clarification during SGA Senate meetings and to ensure that the governing documents of the SGA are followed correctly
- To act in accordance with such responsibilities vested in him/her by the SGA President or the SGA Senate.

Treasurer:

- Supervise the financial matters of the SGA as authorized by the SGA Senate;
- Serve as an ex-officio member of any and all committees appointed for the purpose of considering budgetary and/or financial matters of the SGA Senate;
- Maintain complete and accurate financial records and submit, each month in writing to the SGA Senate, a complete statement of income and expenditures for the previous month;
- Conduct an inventory of all SGA property and submit a report, in writing, on the conditions and state of the same to the SGA Senate on or before the first regularly scheduled Senate meeting;
- Authorize all expenditures by any department of the SGA and shall not disallow any expenditure approved by the SGA Senate except those which would cause the SGA to have a deficit balance;
- Hold any person, whether acting as an agent of the SGA or acting as an entity separate from the SGA, who incurs any expense charged to the SGA without the prior written approval of the Treasurer, personally liable for payment; and
- To keep an up-to-date journal of account balances and file all requisitions and direct pay forms with their supporting documents. These may be examined by any student.

- To report all account balances to the Senate each semester and when requested by the Senate.
- To attend all regular meetings of the Senate to be informed as to the legislation passed.
- No leave of absence shall be granted without two-thirds approval of the Senate.

Secretary:

- Record the proceedings of the SGA Senate and present written copies of bills to the President and faculty advisor within 48 hours of their passage;
- Maintain such records and files of the SGA as prescribed by this Constitution and Statutes; and, as the President, Vice President or SGA Senate shall direct; and
- Provide people to record minutes of various committee meetings or other organized meetings of the SGA upon request by the Chair of that committee.
- Undertake statutory revision by:
 - Making two (2) complete compilations of the Constitution and all valid Statutes, the first compilation in April, and the second before the inauguration date of the new Senate term. Both compilations shall conform with such numbering systems, style contents, and characteristics as may be advisable for publication and distribution.
 - Revising and compiling Statutes under the following guidelines:
 - 1. Any two (2) or more sections, chapters, or parts thereof may be consolidated;
 - Any section, chapter, or part thereof may be transferred from one location to another;
 - The form or arrangement of any section, chapter, or part thereof may be changed or altered by transferring, combining, or dividing;
 - Subsections, sections, and chapters may be renumbered to agree with such numbering;
 - Grammatical, typographical, and like errors may be corrected and additional changes, not affecting the construction or meaning of the Statutes, may be freely made;
 - Statutes or parts thereof which have expired; become obsolete; been invalidated by the SGA Judicial Council; served their purpose, and/or have been repealed or replaced by later Statutes, either expressly or by implication shall be omitted; and

- All things relating to form, position, order, or arrangement not inconsistent with the Statutes system, which may be found necessary for the improvement of the same may be done.
 - Supplying a copy to each registered student organization upon request;
 - Supplying a copy to any member of the SGA upon request; and
 - Maintaining at least three (3) copies in the SGA Constitution for the general public
- Ensure proper distribution of this Constitution
- Hold meetings with the judicial council each month or at his or her discretion strictly to keep judicial council members informed on matters of the Senate and SGA Executive Branch to maintain a line of communication between the three branches.
- Upon leaving office, the Secretary must have the Constitution completely updated.

2018-2019 SGA Executive Officer Application

Name:

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Last

First

Please indicate the position you wish to campaign for: *

- President
- Vice President
- Attorney General
- Treasurer
- Secretary

School Email:

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Have you served in SGA before?

- Yes
- No

Please describe your experience with SGA, including which branches you have been in.

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Please list your Campaign Platform points:

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Agreement and Consent:

I hereby give Student Government Association officials permission to verify my GPA, classification, and student status with the Office of the Registrar. I have read, understood, and vow to abide by the rules and regulations listed in this application, the SGA Constitution, and the SGA Election Code.

Your Electronic Signature:

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