

Briar Cliff Student Government By-Laws

Briar Cliff University
Sioux City, IA

Updated: April 2020

1. Election for Executive Board will be held during the spring semester and elections for Senators, including Freshman Senators, will be held during the fall semester.
2. Disciplinary actions will be taken, including dismissal from BCSG following two unexcused absences or misdemeanors a semester, by the E-Board or the BCSG advisors. The E-Board secretary must be notified prior to the meeting regarding an absence. You must be at 75% of the meeting to be considered present. Homework and employment do not qualify as excused absences. Exceptions early in the school year can be made regarding employment. Determinations and exceptions will be made by the E-Board and its advisors.
3. Disciplinary actions will be taken, including dismissal from BCSG following three excused absences a semester. Senators may have no more than five excused absences per term served. Required school-sponsored activities, including athletic team events, will be considered excused. Determinations and exceptions will be made by the E-Board and its advisors. Exceptions in the case of extended illness, bereavement leave, required long-term class participation, etc. will be considered by the E-Board and its advisors. Students requesting an exemption must present their case to BCSG and its advisors and will be evaluated on a case by case basis.
4. Senate board meetings will be held every other week during regular academic terms. Meetings will be determined by the Executive Board of the current year.
5. Executive board meeting will be held a half-hour prior to full senate board meetings, or when deemed necessary.
6. Senate board meetings times will be posted one week in advance as open to the campus community.
7. Dates for Student/University President Forum will be determined by the Office of the University President and the BCSG Executive Board.
8. Formal installation of the Executive Board is to be determined by the advisors and University President
9. A quorum consists of 2/3 of the voting members.

10. Requests for Funding from BCSG

- a. Request for BCSG funds will only be accepted from BCU sanctioned clubs/organizations. (See student handbook for formal sanction request.)
- b. Request for funds must be filed with BCSG Treasurer, along with a completed application.
 - 1) Forms must be turned in one week prior to senate meeting, but may be accepted at the discretion of the BCSG President if the forms are present at the meeting and the presenter has been on the agenda for a full week.
 - 2) Funds should be used for academic and/or campus-wide activities, not club-sponsored trips. All applications will be reviewed by BCSG and exceptions to this rule can be made.
- c. Once the request has been placed on the agenda, a representative of the club/organization may receive an invitation to make a short presentation in defense of their request.
- d. The BCSG Campus Organization Constituency Senator may also speak on behalf of the request.
- e. A BCSG Senate majority vote will be needed in order to grant approval for the fund appropriation.
- f. Once approved, the Treasurer will notify the club/organization representative.
- g. If funds are granted BCSG will request name recognition (BCSG logo) in all marketing pieces used by the funded organization.
- h. All requests for funding must include the club/organization's project budget and a copy of the club/organization's current academic year's own financial budget.
- i. When a presentation or formal request for funds is made to BCSG, the presenter will be asked to leave the meeting room before any discussion or voting may occur. Time will be given for the presenter to answer any questions regarding the presentation before he/she is asked to leave.

11. Elections for the Senate of Briar Cliff Student Government will take place at the beginning of every academic year. Senators elected will serve for the entire academic term. Elections also may take place in January as determined by the sitting Senate and Executive Board in order to maintain functioning membership numbers. Senators elected in January will serve for the spring semester only and must reapply in the fall if desired.