

The Wellesley College Government Constitution

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Article I: PREAMBLE AND INTENT**Preamble**

The Wellesley College Government Association derives its responsibility and authority from the Trustees and President of the College and from the Academic Council. The activities of the Association are organized under the Senate and other college programming and policy committees. The structure of the College Government Association and the procedures by which it exercises its responsibilities are found in this Constitution.

Intent

Whereas, we, the students of Wellesley College desire to assume, individually and collectively, responsibility for the conduct of Wellesley students in their college lives, we do hereby organize ourselves as an association. This association shall be called the Wellesley College Government Association.

Article II: PURPOSE

1. To provide a forum for the communication and expression of student views on campus life; to articulate student opinions on various issues to the faculty and administration; and to act as spokeswomen for the proposal of changes in academic legislation to the Academic Council.
2. To promote and enforce the Honor Code.
3. To administer the student activity fee.
4. To assure the appointment, election and/or selection of students to college committees, offices and/or positions.
5. To recognize and constitute campus organizations.
6. To legislate where appropriate or share responsibility with the Administration of the College in the governance concerning all matters of student life.
7. To present to the student body national and international issues which are of importance to Wellesley students in a comprehensive and nonpartisan manner.
8. To produce comprehensive publications which provide valuable information for the student body.
9. To ensure diverse and entertaining programming which is accessible to the entire student body.
10. To address issues of sensitivity, diversity and cultural understanding and awareness in all aspects of student life.

Article III: MEMBERSHIP

All student activity fee paying students of Wellesley College are members of this Association. Membership shall not discriminate on the basis of race, gender, creed, ethnicity, religion, sexual orientation, age, disability, or financial status. Membership to the Senate shall be based on election as outlined in Article IX. Membership to specific Committees of College Government shall be based on the process outlined in both Student Organizations and Appointments Committee policy and in the constitutions of those individual committees.

Article IV: ORGANIZATION

The Association shall adhere to the Honor Code. This organization shall not discriminate on the basis of race, gender, creed, ethnicity, religion, sexual orientation, age, disability, or financial status.

Section 1. Officers

Officers of this Association shall be a President, a Vice-President, a Chief Justice, a Student Bursar, a Secretary/Treasurer, a Director of on On-Campus Affairs, the House Presidents' Council Liaison, a Multicultural Affairs Coordinator and a Chair of the Committee for Political and Legislative Action. Officers shall be elected annually as described in Article IX.

Section 2. Cabinet

The Cabinet of College Government Association shall be comprised of the Officers of the Association.

Section 3. Senate

The responsibility for the executive and legislative work of the Association shall be vested in a Senate whose voting membership shall consist of the following:

- A. The President of the Association who shall chair the meetings and vote only in the case of a tie.
- B. The Vice-President
- C. The Chief Justice
- D. The Student Bursar
- E. The Secretary/Treasurer
- F. The Director of On-Campus Affairs
- G. The House Presidents' Council Liaison
- H. The Multicultural Affairs Coordinator
- I. The Chair of the Committee for Political and Legislative Action
- J. Representatives from the residence halls
 1. Tower Court shall have six representatives,
 2. Bates, Beebe, Cazenove, Claflin, Davis, Dower, Freeman, Lake House, McAfee, Munger, Pomeroy, Severance, Shafer and Stone shall each have three representatives.
 3. Non-Residence Council shall have one representative.
 4. Cervantes, French House, Instead and Simpson West shall have one representative collectively.
 5. Hemlock Apartments, Orchard Apartments, East Lodge and West Lodge shall have one representative collectively.
 6. Homestead and Cedar Lodge shall have one representative collectively.
- K. The Senate is empowered to create voting representatives designated for particular minority or special interest groups within the student body. If any group wishes to acquire a Special Interest Senator, it must submit a written statement to the College Government President requesting a full-semester Senate Representative. A Senate Representative serves and fulfills the same job duties as a Senator for one semester; however her right to vote is withheld. A Senate Representative is required to attend Senate in accordance with the attendance policy.

After the Senate Representative has completed her semester, the body of Senate must take a vote “approving that the Senate Representative of stated organization has proved that stated organization would be better served in the community by acquiring a Senator in College Government.” This requires a majority vote of the Senate. Once the Senate Representative has completed her term and receives a majority vote of support by the body of Senate, the stated organization must submit a petition with at least 350 student signatures by the second Senate of the following semester.

If the body of Senate does not vote in favor of approving the Senate Representative, the Senate Representative may submit a petition with at least 500 student signatures and must recognize on each page that “College Government fails to officially support stated organization’s petitioning for a Senator.”

Upon submission of the petition, the College Government President must present the petition under new business and request it be taken back to the respective constituencies for approval. The following Senate, under old business, the body of Senate must approve the petition by two-thirds majority vote. No special interest group may have more than one Senate representative. The following organizations shall have one representative each:

1. Al-Muslimat
2. Asian Student Union
3. Continuing Education/ Post-Baccalaureate Students
4. Chinese Students Association
5. Ethos
6. Hillel

7. Japan Club
8. Korean Students' Association
9. Mezcla
10. Organization for Mental Health Awareness
11. Slater International
12. Wellesley Association for South Asian Cultures
13. Wellesley Lesbians, Bisexuals, Transgendereds and Friends
14. Women for Caribbean Development
15. Class Council Executive Board Committee

The non-voting membership of the Senate shall consist of the following:

- L. A member of the office of the Dean of Students or a designee of the President of the College.

For an organization to acquire a non-voting position on Senate, they must submit a petition signed by at least 100 members of the student body. Non-voting memberships may be granted on an interim basis of one Senate term before they are officially added to the Constitution.

Section 4. Committees of College Government

Designated business of the Association shall be conducted by the following standing committees:

- A. Committee for Political and Legislative Action
- B. Communications Committee
- C. Student Organizations Funding Committee
- D. General Judiciary
- E. House Presidents' Council
- F. Policy and Ethics Committee
- G. Schneider Board of Governors
- H. Student Organizations and Appointments Committee
- I. College Government President's Council

The Senate may constitute ad hoc committees to deal with matters of interest or concern to the Association which do not fall under the jurisdiction of the above committees. All ad hoc committees shall be open to all members of the College Government Association.

Article V: POWERS AND DUTIES

Section 1. Officers

- A. The President
 1. shall act as chief spokeswoman for the student body;
 2. shall call together and preside over all meetings of the Senate;
 3. shall have the power to veto any action of the Senate;
 4. shall call together and preside over all meetings of the Steering Committee of Senate;
 5. shall call together and preside over all meetings of the Cabinet;
 6. shall serve on the Student Council to the Board of Trustees;
 7. shall serve on the Advisory Committee on Budgetary Affairs or appoint a designee; the President and the Student Bursar may not both appoint a designee;
 8. shall have monthly meetings with the President of the College;
 9. shall serve on the President's Advisory Committee or appoint a designee;
 10. shall have weekly meetings with the Dean of Students;
 11. shall serve on Academic Council;
 12. shall fill any vacant Cabinet position or appoint a designee until a suitable replacement is elected;
 13. shall coordinate the election of the officers of the Association in conjunction with the Election Committee.

B. The Vice President

1. shall assume the duties and powers of the President in her absence or upon her request;
2. shall serve on the Senate;
3. shall serve on the Steering Committee of the Senate;
4. shall serve on the Cabinet;
5. shall chair the Student Organizations and Appointments Committee of Senate;
6. shall supervise the bringing of constitutions and requests for recognition for the consideration and approval of Senate;
7. shall serve on Academic Council;
8. shall be responsible for the attendance of all Student Organizations and Appointments Committee-appointed Student Representatives to Academic Council, Student Council to the Board of Trustees, all other committees determined by Senate, and those upon request from faculty, staff, and administration;
9. shall coordinate Presidents Training and Student Representative Training.

C. The Chief Justice

1. shall act as the chief administrator of the Honor Code;
2. shall promote awareness of the Honor Code on campus;
3. shall serve on the Senate;
4. shall serve on the Cabinet;
5. shall chair General Judiciary;
6. shall train all members of General Judiciary;
7. shall serve on Academic Council.

D. The Student Bursar

1. shall act as chief administrator of the student activity fee;
2. shall manage the financial accounts of student organizations;
3. shall act as a resource for the student body regarding the College's financial policies;
4. shall serve on the Senate;
5. shall serve on the Cabinet;
6. shall chair the Student Organizations Funding Committee;
7. shall supervise the activities of bookkeeping assistants;
8. shall serve on the Advisory Committee on Budgetary Affairs or appoint a designee; the President and the Student Bursar may not both appoint a designee;
9. shall serve on Academic Council.

E. The Secretary/Treasurer

1. shall serve on the Senate;
2. shall serve on the Steering Committee of Senate;
3. shall serve on Cabinet;
4. shall record and publish full minutes by Wednesday noon (of the same week) of the proceedings of each Monday's Senate;
5. shall post notices of weekly Senate meetings;
6. shall compile full weekly agendas of Senate and publish 24 hours in advance to the greater public;
7. shall compile rough weekly agendas of Senate three days in advance for senators and cabinet of college government;
8. shall attend to all correspondence of the College Government Association;
9. shall act as chief administrator of the Senate budget;
10. shall chair the Communications Committee of Senate;
11. shall coordinate the attendance records of the Senate and of the committees of the Senate and shall dismiss members in violation of attendance policy;
12. shall serve on Academic Council;
13. shall record minutes for all cabinet meetings and publish them by noon Thursday (of the same week) on the cabinet conference;

14. shall book space/plan any programming for cabinet related events;
 15. shall provide the greater community a condensed version of the minutes by noon the following day (Tuesday) after Senate.
- F. The Director of On-Campus Affairs
1. shall serve on the Senate;
 2. shall serve on Cabinet;
 3. shall chair the Schneider Board of Governors;
 4. shall act as liaison for the Senate with other campus organizations concerning programming matters;
 5. shall serve on the Committee for Lectures and Cultural Events;
 6. shall serve on Academic Council.
- G. The House Presidents Council Liaison
1. shall act as a liaison between Residence Government and the Senate;
 2. shall act as chief spokeswoman on residence issues in the Senate;
 3. shall facilitate good relations and information between Cabinet and House Councils;
 4. shall serve on the Senate;
 5. shall serve on Cabinet;
 6. shall serve on Academic Council;
 7. shall coordinate the elections of Residence Hall senators.
- H. The Multicultural Affairs Coordinator
1. shall act as an advocate for multiculturalism to the Senate;
 2. shall address all issues of diversity including, but not limited to, race, sex, class, sexual orientation, physical ability, religion, creed and age;
 3. shall serve on the Senate;
 4. shall serve on Cabinet;
 5. shall chair Multicultural Council and other MCC Committees, including Cultural Presidents' Council and Campus Wide Diversity Initiative;
 6. shall be a voting member of the Committee Against Racism and Discrimination;
 7. shall work closely with the Special Interest Block of Senate;
 8. shall meet monthly with the Office of Equal opportunity and Multicultural Programs;
 9. shall serve on Academic Council.
- I. The Chair of Political and Legislative Action
1. shall act as chief spokeswoman for the Committee for Political and Legislative Action to the Senate;
 2. shall present issues of local, national and international issues of significance to the student body in a non-partisan manner;
 3. shall serve on the Senate;
 4. shall serve on Cabinet;
 5. shall chair the Committee for Political and Legislative Action;
 6. shall serve on Academic Council.

Section 2. Senate

- A. The Senate shall legislate on all matters within the jurisdiction of the Association.
- B. Senate has the capacity to request any of its Committees to act in an advisory capacity on issues which pertain most directly to the work of those Committees.
- C. Action of the Senate is subject to the veto of both the President of the College Government Association and the President of the College. A two-thirds vote within Senate shall override the veto of the President of the College Government Association.

Section 3. Voting Members of Senate

- A. Responsibilities common to both Residence-Defined and Special Interest Senators:
 1. shall be responsible for communicating the interests and concerns of her whole constituency to the body of Senate, as well as informing her constituency of Senate's actions;

2. shall serve on the Senate;
 3. shall serve on at least one Ad Hoc Committees per year;
 4. shall serve on her House Council or Executive Board;
 5. shall serve on either the Student Organizations and Appointments Committee, the Communications Committee, the Student Organizations Funding Committee, or the Policy and Ethics Committee, with placement to be determined by the Cabinet.
- B. Responsibilities specific to spring-elected Contact Senators:
1. shall provide continuity in Senate from one term to the next;
 2. shall attend a Parliamentary Procedure training session the spring prior to their term;
 3. shall disperse information to other Senators in the dorm;
 4. shall keep records of Senate's activities and Senate minutes to pass on to their successor.

Section 4. Non-Voting Members of Senate

- A. The Dean of Students or designee of the President of the College
1. shall serve as a liaison between Senate and the Administration and shall offer historical perspective on both the activities of the Senate and of the College itself and shall serve as a resource to all members of the College Government Association;
 2. shall serve on the Senate.
- B. Parliamentarian
1. shall serve on Senate;
 2. shall be the decisive voice on questions of Parliamentary Procedure in Senate;
 3. shall serve on the Steering Committee of the Senate;
 4. shall act as a bridge between House Council and Senate;
 5. shall work closely with House Presidents, Cabinet, and Senators;
 6. shall serve on House Presidents' Council;
 7. shall train House Presidents, Senators, and Cabinet members in Parliamentary Procedure;
 8. shall insure standardized elections process for residence hall Senators

Section 5. The Committees of College Government

- A. Cabinet
1. shall discuss issues which arise within the organization and issues on the campus and throughout the world which pertain to the Association and should, therefore, be discussed and possibly acted on by either the Senate or some other committee of the Association;
 2. shall meet as often as the President deems necessary.
- B. Student Organizations and Appointments Committee
1. shall nominate students for election by Senate to representative positions on Academic Council and Trustee Committees according to College legislation; the Committee shall also nominate students for election by Senate to other positions as outlined in Student Organizations and Appointments Committee Policy;
 2. shall supervise the approval of organization constitutions in conjunction with the Vice President.
- C. Communications Committee
1. shall publicize items which the Senate and the Committee view as valuable and important to the students of Wellesley College;
 2. shall coordinate and publicize access points to senators, cabinet, and the student body at large outside of the weekly senate meeting;
 3. shall fundraise at least once a semester as according to the Financial obligations of each SOAC constituted organization.
- D. Student Organizations Funding Committee
1. shall determine an annual budget of the student activity fee for student organizations which shall be submitted to the Senate for approval;

2. shall supervise distribution of said funds according to the budget and Student Organizations Funding Committee Policy;
 3. shall act as a financial advisor to all student organizations.
- E. Policy and Ethics Committee
1. shall maintain the integrity of the College Government Association;
 2. shall hear all appeals brought before College Government;
 3. shall evaluate campus policies, during both development and implementation.
- F. Committee for Political and Legislative Action
1. shall inform the Wellesley community of local, state, national and international legislative activity and political issues, particularly issues of importance to students and women;
 2. shall coordinate campus activities in response to issues of a political or legislative nature;
 3. shall serve as an informational resource on political and legislative activity.
- G. General Judiciary
1. shall be composed of members of both the College Government Association and Academic Council;
 2. shall be responsible for the education of the College community concerning the Honor Code;
 3. shall be responsible for all policies and procedures pertaining to the judicial system.
- H. House Presidents' Council
1. shall, in conjunction with the Residence Hall Office, legislate on all matters relating to general house administration including, but not limited to, dorm elections, guest policy, quiet hours, common space and bells policy;
 2. shall review all residence hall constitutions and supervise their presentation to Senate in conjunction with the Vice-President;
 3. shall present all legislation to Senate for review and discussion;
 4. shall not be funded through SOFC under College Government.
- I. Schneider Board of Governors
1. shall be responsible for scheduling and programming events in the Schneider Student Center and in other venues;
 2. shall be responsible for planning and coordinating Fall Weekend, Lake Day, and Spring Weekend.
- J. Multicultural Council
1. shall serve as a forum for discussion between cultural organization representatives;
 2. shall serve as a informational resource on cultural issues occurring on and off campus;
 3. shall serve as a venue for initiating cosponsorships amongst cultural groups
- K. Any student at large may become a member of the following standing committees of Senate by contacting the Committee chair and adhering to the attendance policy: Student Organizations Funding Committee, Student Organizations and Appointments Committee, Communications Committee, and the Senate Policy and Ethics Committee. Any student at large may become a member of the following committees via the process outlined in both Student Organizations and Appointments Committee policy and in the constitutions of those individual committees: General Judiciary, Committee for Political and Legislative Action, Schneider Board of Governors, and Multicultural Council.

Article VI: ACTIVITIES

Section 1. Senate

- A. A term of Senate shall last from September through May corresponding to the academic calendar;
- B. The Senate shall meet at least six times per term;
- C. All meetings of the Senate shall be open to the entire campus except for Executive Sessions;
 1. a motion to move the body into an Executive Session requires a majority vote of the Cabinet;
 2. in order for the body to move into an Executive Session it must first be in Open Meeting and then motion for an Executive Session;
 3. only voting Members of the Senate shall be present during Executive Session;
- D. The Association President reserves the right to call meetings of the Senate at any time;

- E. The Association will also hold meetings at the written request of the student body; for this to happen twenty-five members of each Voting Block must sign and submit the request to the Secretary/Treasurer of the Association.

Section 2. Legislation and Policy

- A. Any measure passed by Senate, other than impeachment, shall take effect two weeks after Senate's approval, during which period the measure is subject to the student body's demand for a referendum vote; impeachment procedures shall proceed as outlined in Article VI, Section 7 of this Constitution;
- B. Senate shall pass no legislation which is retroactive;
- C. a measure twice defeated in a term of Senate may not be reconsidered until the next term of Senate;
- D. any legislation, policy or measure which violates the Constitution, as determined by the Policy and Ethics Committee, shall be deemed null and void.

Section 3. Referendum

During the two week period between when Senate votes on a measure and when the measure goes into effect, the student body shall have the opportunity to call for a referendum vote.

- A. Any member of the student body may call for a referendum by filing a petition with at least two hundred student signatures with the Secretary/Treasurer;
1. the voting shall take place in Schneider Center on one day from 8 a.m. until 10 p.m. and must be well-publicized for at least three days before the day of the vote;
 2. votes put into referenda shall pass by simple majority and , if the vote reverses the action of the Senate, the measure shall be considered defeated and may not be reconsidered until the next term of Senate;
- B. a two-thirds majority vote by the Senate shall put any measure into referenda.

Section 4. Appeals to House Presidents' Council Policy

During the two week period between when a residence measure from House Presidents' Council is voted on in Senate and when the measure goes into effect, the student body shall have the opportunity to appeal the legislation.

- A. Any member of the student body who is also a resident may call for a referendum by filing a petition with at least two hundred resident student signatures with the Secretary/Treasurer;
1. the voting shall take place in Schneider Center on one day from 8a.m. until 10 p.m. and must be well-publicized for at least three days before the day of the vote;
 2. votes put to referenda shall pass by simple majority and, if the vote reverses the action of House Presidents' Council, the measure shall be considered defeated and may not be reconsidered until the next term of House Presidents' Council;
- B. a two-thirds majority vote by the Senate shall put any measure into referenda.

Section 5. Academic Council

- A. The College Government Association shall hold twelve voting seats in Academic Council;
1. these seats shall be filled by one student representative, chosen by seniority, from each of the Academic Council Committees which have student representation;
 2. these students shall vote on issues which originate in their respective Committees;
 3. student representatives who serve on Academic Council Committees shall attend all Committee meetings;
 4. voting representatives shall consult with both the other student representatives to their committee and with voting student representatives to other Academic Council Committees;
- B. the College Government Association shall also hold fifteen non-voting seats on Academic Council;
1. nine seats shall be filled by the members of Cabinet;
 2. four seats shall be filled by Senators, as elected by Senate as a body;

3. two seats shall be rotating and filled by any member of the student body; the Office of the Dean of the College shall be responsible for records pertaining to these two seats;
- C. two seats each shall be reserved for representatives from WZLY and the Wellesley News.

Section 6. Attendance Policy

A. Officers

1. officers may not be absent from more than two meetings during the course of a semester for each of the following: Senate, Committee Meetings, Cabinet, and Academic Council;
2. the College Government Association President shall be responsible for recording the attendance of the Officers;
3. in the case of extenuating circumstances, this policy can be waived.

B. Senators and Non-Voting Members of Senate

1. members may not be absent from more than two meetings during the course of a semester for each of the following: Senate, Committee Meetings, House Council, and Block Meetings and Academic Council if applicable;
2. Arriving between 1 to 15 minutes late to Senate shall count as a tardy; two tardies shall equal one absence. Arriving more than 15 minutes late to Senate shall count as one absence;
3. the College Government Association Secretary/Treasurer shall be responsible for recording the attendance of Senators;
4. the Secretary/Treasurer shall have the power to dismiss senators;
5. appeals to dismissal shall be heard and voted on by the Senate Policy and Ethics Committee.

Section 7. Impeachment

A. Officers

Any Officer who is negligent in the fulfillment of her duties is subject to impeachment;

1. a motion to impeach must be initiated by a petition signed by either one-third of the members of Senate or by one-fourth of the student body and presented to the Chief Justice; in the case that the impeachment charges are directed at the Chief Justice, a senior member of General Judiciary, selected by that Committee, shall receive and present the petition;
2. the Senate shall meet in Executive Session to discuss the charges;
3. the charged Officer shall have the opportunity to defend herself and shall have the choice to remain in the meeting for the vote or to leave;
4. all discussion shall take place with the charged Officer present;
5. the body shall take a roll call vote to determine removal;
6. the motion for removal shall require a two-thirds vote of the body and shall take effect immediately.

B. Senators and Non-Voting Members of Senate

Any Senator or Non-Voting Member of Senate who is negligent in the fulfillment of her duties is subject to impeachment;

1. a motion to impeach must be initiated by a petition signed by one-third of the Member's constituency presented to either the House President or Organization President or by a petition signed by a majority of the voting members of the Senate and presented to the President of the Association;
2. the Senate shall meet in Executive Session to discuss the charges;
3. the charged member shall have the opportunity to defend herself and shall have the choice to remain for the vote or to leave;
4. all discussion shall take place with the charged Member present;
5. the body shall take a roll call vote to determine removal;
6. the motion for removal shall require a two-thirds vote of the body and shall take effect 72 hours after the vote, in which time the impeached Member shall have the opportunity to notify the Secretary/Treasurer if her constituency wishes to appeal the impeachment;
7. the Member's constituency shall have the opportunity to override the impeachment through a two-thirds vote of the entire constituency; a. this vote must take place within two weeks of Senate's vote;

8. in the event that a Member is impeached, she shall not be allowed to serve on Senate until the following term of the body.
- C. All Other Members of Association Committees Any Member of any College Government Association Committee who is negligent in the fulfillment of her duties is subject to removal; removal procedures shall be left to individual Committee constitutions and Student Organizations and Appointments Committee policy.

Section 8. Resignation

In the event a Cabinet member resigns, a letter of resignation must be submitted in writing to the President of College Government. A copy of the letter should also be submitted to the advisor to College Government, a member of the Dean of Students office. Should the President of College Government resign, the resignation letter should be submitted to the Vice President of College Government. Upon the receipt of the letter of resignation, the resigning Cabinet member is obligated to deliver a statement in Senate and continue fulfilling her duties for two weeks. Any violation of contract will be considered a breach of the Honor Code and she will be referred to General Judiciary.

Article VII: QUORUM

Section 1. Senate

- A. A quorum of the Senate shall occur when two-thirds of the voting members are present;
- B. the Parliamentarian of the Association shall, using Robert's Rules of Parliamentary Procedure, determine what vote is required to pass specific motions and measures;
- C. to amend this Constitution, a quorum shall occur when three-fourths of the voting members are present.

Article VIII: COLLEGE GOVERNMENT FINANCE

Section 1. The Association

- A. The College Government Association shall apply to the Student Organizations Funding Committee annually;
- B. in addition to any Student Organizations Funding Committee funds, the Association shall fundraise at;
- C. the Association shall adhere to all Student Organizations Funding Committee regulations.

Article IX: ELECTION OF COLLEGE GOVERNMENT CABINET

Section 1. Election Committee

There shall be an Election Committee in charge of coordinating the Election of Cabinet members of College Government. No one who is running for office is eligible to serve on the committee. Members of the committee shall include:

The President of College Government;

A senior member of General Judiciary to be appointed by the Chief Justice (the Chief Justice shall not serve on the Election Committee);

The senior members of College Government Cabinet;

Two Senators selected by Senate;

3 students appointed by the Student Organizations and Appointments Committee;

1 Administrative liaison appointed by the Election Committee in consultation with the Dean of Students

Section 2. Election Committee Responsibilities

- To run a fair, unbiased election;
- To ensure that the election schedule and events are well publicized;
- To organize one campus-wide debate that is mandatory for candidates;
- To monitor election events and the full day of student voting;
- To collect budgets and ensure that candidate campaign spending is within 75% of the Student Activity Fee.
- To count the election ballots.

Section 3. Officer Election Schedule

- Three weeks before Spring Break, a list of the available positions and the election schedule shall be published in the Wellesley News;
- Selection interviews for Chief Justice will take place during the week prior to the deadline for statements of intent. Candidates for this position must therefore notify the current Chief Justice of their intended candidacy;
- Statements of intent for the Wellesley News shall be due at the News office the Friday, one week before spring break, at the time required by the News. On the week following spring break, the statements of intent shall be published in the Wellesley News.
- By the Monday before statements of intent are due there will be an informational meeting with the current officers of College Government for all candidates;
- Write-in votes shall be a valid means of determining preferences; before can be declared a winner she must sign a statement attesting to the fact that she is eligible to run, and she must receive the most votes or at least 50% of the votes if she is running unopposed;
- On the same day statements of intent are due to the News (the Friday, one week before spring break), all candidates will be required to sign a contract stating the following: If elected to the office of (position) of College Government, I hereby promise to fulfill all responsibilities of my position as listed in the Constitution of College Government. I understand that failure to do so will result in my removal from office if due to absence, or impeachment if due to nonperformance; During the campaign I will do my best to abide by the tone and spirit of the election regulations.
- The Campaign shall begin the Wednesday following Spring Break and continue until Election Day, which shall be the following Wednesday.
- Elections shall take place the second Wednesday after Spring Break;
- In the Event that this schedule cannot be maintained as a result of religious holiday or emergency, the Election Committee shall have the authority to create a new schedule;
- In the event that two candidates receive the same number of votes there will be a runoff to decide the election. The runoff should take place by the following Wednesday.

Section 4. Campaign Guidelines for Election of Cabinet members.

- The spirit of the elections should be one of open and free speech, where personal responsibility and discretion of all community members is emphasized. The primary reason for election guidelines is to administer a fair election, where candidates have an opportunity to share their views and reasons for running for office with the community.
- Campaigning shall begin at 12:01 am on the Wednesday following Spring Break; no campaign material may be publicly displayed before this time.
- To limit inequities due to financial situations, candidates must restrict their total budget to 75% of the Student Activity Fee. This includes materials not purchases by the candidates but used to endorse them. All campaign finances must be included in the budget including advertising, printing, entertainment, and materials used or borrowed. The exception to this rule are the resources in the Student Leadership Resource Room which are free for all students and may be used by candidates and other students without being included in a candidate's budget. Community members are encouraged to express their opinions about the election. However, they may only do so using the materials in the Student Leadership Resource Room. Receipts of finances shall not exceed the spending cap and shall be collected, along with an itemized budget, the night before the campaign begins. Throughout the campaign, candidates may continue to purchase campaign materials, the total amount spent on the election not to exceed the spending cap. Candidates must furnish the Election Committee with receipts for additional materials bought or used as they are available throughout the campaign.
- Candidates and other community members may use email for election matters, with discretion, in accordance with the Acceptable Use Policy of the College. In addition, candidates may not cross-post, or post the same message on more than one conference at a time.

- The Election Committee will set up an Election Conference which will appear on the FirstClass desktop of all members of the College community. This conference will act as the clearinghouse for all information about the election, fostering communication between the community and candidates about campaign issues as well as logistics of the elections.
- Candidates and other community members must abide by the College's Poster Policy in advertising election-related matters.
- Throughout the campaign, candidates and community members are expected to abide at all times by the College's Honor Code.
- Headquarters for the Election Committee shall be in a secure and confidential space, as deemed appropriate by members of the Election Committee.
- If a candidate does not adhere to these regulations, including the Acceptable Use Policy and the Poster Policy, the Election Committee reserves the right to disqualify the candidate after consultation with the candidate. Circumstances will be considered on a case by case basis. If a candidate is disqualified and wishes to appeal the decision, she has the right to appeal the decision to the Appeal Board of General Judiciary.

Section 5. Officer Eligibility

- All candidates must be a full time student and have a cumulative GPA of at least 2.0;
- Candidates for President must be rising seniors;
- Candidates for Vice-President must be rising juniors or rising seniors;
- Candidates for Chief Justice must be rising seniors, and must have a year of experience on General Judiciary, if a suitable candidate does not run, a second round of elections shall be held and eligibility shall be extended to all rising seniors;
- Candidates for Student Bursar must be rising juniors or seniors;
- Candidates for Multicultural Affairs Coordinator must be rising juniors or seniors;
- Candidates for Chair of the Committee for Political and Legislative Action must be a rising junior, or senior and must not simultaneously serve as a member of an executive board of any political organization;
- Candidates for Director of On Campus Affairs must be a rising junior or senior and must have one year of experience on Schneider Board of Governors;
- Candidates for Secretary-Treasurer must be a rising sophomore, junior, or senior;
- Candidates for House Presidents' Council Liaison shall be elected through the House Presidents' Council process and appointed to Cabinet;
- Candidates for Parliamentarian shall be a House President who shall be elected through the House Presidents' Council process;
- A candidate can request a recount, with an administrator or faculty member of their choice present, within 48 hours of the election

Section 6. Election of Officers

- Voting shall take place on the second Wednesday after Spring Break from 8 am until 10 pm by voting machine, ballot, or computer;
- A list of students eligible to vote will be kept at the voting site; all degree-seeking, and full-time or student activity fee-paying students shall be eligible to vote;
- Election officials shall educate each voter as to the use of the voting method, including the use of a write-in vote.
- Write-in votes shall be a valid means of registering preferences; before a write-in candidate can be declared the winner, she must demonstrate that she fulfills the eligibility requirements;
- Students who will not be on campus on Election Day may vote by absentee ballot by the Tuesday preceding the election;
- The candidate receiving the most votes shall be considered the winner; Candidates running unopposed must receive over 50% of the votes to be declared the winner;

- After the votes have been tallied, the outcome of the election shall be announced to the College community;
- The numerical results of all elections shall be made available to the Wellesley News for publication;
- New Cabinet members shall take office at the second Senate after their election; Cabinet turnover shall take place the Senate following the Election; Outgoing Cabinet members shall preside over the meeting until the Turnover ceremony;
- Outgoing officers shall meet with their successors before the second Senate meeting for orientation;
- Candidates have the right to request a recount in the presence of an administrator of their choosing to take place within 48 hours of the original count.

Section 7. Special Election of Officers

- In the event that an officer resigns, is impeached, is removed from office, or leaves the College, the Cabinet shall decide whether or not a Special Election should be held.
- In the case that an election is held, Cabinet shall act as the Election Committee;
- Nomination shall close on a date set by the Cabinet;
- For a nomination to be valid, the candidate must sign a statement attesting to her eligibility as well as a contact.
- Six days of campaigning shall follow the close of nominations;
- The Wellesley News shall publish statements of intent;
- The Election Committee shall host an open forum for debate and speeches;
- The Election Committee shall post Statements of Intent in every resident hall;
- All degree-seeking, and full-time or student activity fee-paying students shall be eligible to vote;
- Election shall take place from 8 am until 10 pm on the scheduled day of voting.

Section 8. Election of Senators from Residences

- A. Election of senators shall take place in the residence halls, Non-Resident Lounge, and Continuing Education House;
- B. To be eligible, candidates shall attend an informational meeting conducted by at least one Officer of College Government and must sign a contract stating the following: If elected to the Office of [position] of College Government, I hereby promise to fulfill all the responsibilities listed in the Constitution of the College Government Association. I understand that failure to do so will result in my removal from office if due to absence or impeachment if due to nonperformance;
- C. To be eligible for the position of contact senator, candidates must have been a member of Senate for one academic year during Spring Elections.
- D. Candidates shall write statements of intent to be posted at the voting place and shall attend a candidates night organized by their House Council; no other forms of campaigning shall take place;
- E. Voting shall be open for a minimum of two non-weekend days, Monday through Thursday, and shall be open the full time of lunch and dinner on these days;
- F. The ballot box shall be maintained by a representative of the House Council;
- G. Elected Senators shall not be eligible to serve as Special Interest Senators or Cabinet members during their term as Senator from any residence.

Section 9. Election of Senators from Special Interest Organizations

- A. Election of Senators shall take place during a meeting of the organization;
- B. to be eligible, Candidates shall attend an informational meeting conducted by at least one Officer of College Government and must sign a contract stating the following: If elected to the Office of [position] of College Government, I hereby promise to fulfill all the responsibilities listed in the Constitution of the College Government Association. I understand that failure to do so will result in my removal from office if due to absence or impeachment if due to nonperformance;
- C. Candidates shall write statements of intent to be placed at the voting site and may attend an organization sponsored candidate's night; no other form of campaigning shall take place;

- D. the current Officers of the organization shall be responsible for determining the best method of ensuring that as many members of their constituency as possible vote.

Section 10. Appointment of SPEC Chair

- A. Election of SPEC chair will take place one week after Contact Senators are elected in the spring.
 B. To be eligible, the SPEC chair must have had at least one year of Senate experience and will serve as Contact Senator or Special Interest Senator for the following academic year.
 C. Candidates shall meet at least once with the outgoing SPEC chair.
 D. Candidates shall write statements of intent to be read by the outgoing Cabinet.
 E. Candidates will be elected by the outgoing cabinet.

Section 11. SPEC Chair Training

- A. The elected SPEC Chair will be trained by the outgoing SPEC Chair

Section 12. Senator Training

- A. Will take place a week following the Fall Semester dorm/org elections of senators. (Monday night recommended)
 B. Senator's Training must include the following:
 1. General Introduction of Cabinet and duties
 2. Duties of a Senator as taught by previous Senators
 3. Duties of a Contact Senator as taught by previous Contact Senators
 4. Duties of a Special Interest Senator as taught by previous Special Interest Senators
 5. Parliamentary Procedure as taught by the current Parliamentarian
 6. Senate Reports/Senate Board as taught by the current Parliamentarian
 7. An introduction to the various committees of Senate and their requirements
 8. At the end of the committee introduction cabinet will require each senator to fill out a handout detailing each senator's committee preference.
 C. Cabinet will refer to the completed handouts to split all senators into respective committees of Senate
 D. Committee training will commence after the first Senate meeting of the year on Monday night in which the heads of each committee will explain the details and requirements of each committee.

Article X: ADOPTION

Section 1. The Constitution

This Constitution shall be valid when:

- A. Adopted by a two-thirds vote of the Senate;
 B. a copy has been signed by the President and Vice-President of the College Government Association and is filed in the College Government Office;
 C. a copy has been filed in the Office of the President of the College.

Article XI: AMENDMENT

Section 1. Of the Constitution

- A. A two-thirds majority vote of the three-fourths quorum required for Constitutional business shall be required for this Constitution to be amended;
 B. a vote to amend the Constitution may not be taken until the proposed amendment has been tabled until Senators have the opportunity to present the proposed amendment to a meeting of their respective constituencies;
 C. no amendment shall be retroactive;
 D. the amendment shall take effect two weeks after it has been passed by Senate.

Section 2. Of the Policies of the Committees of College Government

- A. A two-thirds majority vote of a regular quorum shall be required for any Policy to be amended;

- B. a vote to amend any Committee Policy may not be taken until the proposed amendment has been tabled and Senators have had the opportunity to present the proposed amendment to a meeting of their respective constituencies;
- C. no amendment shall be retroactive;
- D. the amendment shall take effect two weeks after it has been passed by Senate.