

# *Constitution*



*Stern College for Women Student Council  
Yeshiva University Beren Campus*

STERN COLLEGE FOR WOMEN  
CONSTITUTION OF THE STERN COLLEGE FOR WOMEN STUDENT COUNCIL  
(SCWSC)

ARTICLE 1 - NAME

The name of this council shall be Stern College for Women Student Council (SCWSC).

ARTICLE 2 - AIMS

Section 1

The Stern College for Women Student Council will maintain and enhance the communal aspects of Stern College for Women in accordance with the Halachic standards of Yeshiva University.

Section 2

The aims of this organization shall be as follows:

- A. To express the opinions of the students of Stern College for Women upon matters affecting them.
- B. To act as a liaison between the administration, faculty, and students.
- C. To coordinate extra-curricular activities with the approved student clubs.

ARTICLE 3 - MEMBERSHIP

Section 1

All undergraduate students of Stern College for Women may be elected members of this student council. Students must be in good academic standing (3.0 GPA or above) as well as good standing with the university with regards to non-academic performance on campus.

Section 2

The Student Council will consist of the Executive Board.

Section 3

A class representative will be elected with the general elections and will organize committees.

ARTICLE 4 - THE EXECUTIVE BOARD

Section 1

The Executive Board of the Stern College for Women Student Council shall consist of a president, vice president of clubs, vice president of academic affairs, public relations secretary, and treasurer.

- A. Each member of the Executive Board will oversee a designated number of clubs depending on the total number of clubs.

Section 2

No student may be a member of the Executive Board of SCWSC while holding any of the following positions: Chief Editor of The Observer or yearbook, a Resident Advisor, executive officer of TAC or Sy Syms, student manager of WYUR, SCWSC club president, Under Secretary General or Secretary General of Model United Nations, Student Life Committee Co-Chair.

ARTICLE 5 - POWERS AND DUTIES

### Section 1 - The President

- A. The President of SCWSC shall be a member of the incoming Senior class as of the first day of the academic year following spring elections.
- B. Duties
  - a. It shall be the duty of the President to preside over all meetings of the Student Council.
    - i. The council will meet once, weekly. The president will report on those meetings to the Office of Student life or another.
  - b. The President shall represent the Student Council whenever necessary, and shall serve as an ex-officio member of all committees of the Student Council.
  - c. The President shall have the power to call special meetings.
  - d. The President shall meet with the presidents of the Torah Activities Council, Sy Syms Student Council and, the Office of Student Life or another, on a weekly basis regarding campus and council issues.
  - e. The President shall meet with Club Presidents and Class Presidents at least twice a semester.
  - f. The President is responsible for delegating the supervision of all classes, clubs, publications, and honor societies to whoever she deems appropriate.
    - i. All club heads must meet with their SCWSC liason at least 2 times per academic semester.

### Section 2 - The Vice President of Clubs

- A. The Vice President of Clubs of SCWSC shall be a member of the incoming Junior or Senior class as of the first day of the academic year following spring elections.
- B. Duties
  - a. The Vice President of Clubs shall assume the chair and execute the duties of the President's office in the absence of the President.
  - b. The Vice President of Clubs is responsible for overseeing all non-academic student organizations and must assign one member of the executive board to function as a liaison to each club.
  - c. The Vice President of Clubs must ensure that the event request form is up to date and frequently checked.
  - d. The Vice President of Clubs will keep a list of how many events, and of what kind, each respective non-academic club runs each semester.

### Section 3 - The Vice President of Academic Affairs

- A. The Vice President of Academic Affairs of SCWSC shall be a member of the incoming Junior or Senior class as of the first day of the academic year following spring elections.
- B. Duties
  - a. The Vice President of Academic Affairs shall serve as the liaison for all academic clubs on campus.
  - b. The Vice President of Academic Affairs will keep a list of how many events and of what kind each academic club runs each semester.
  - c. The Vice President of Academic Affairs will work with the Student Life Committee to serve as a liaison to the Deans regarding student input on academic affairs.

#### Section 4- The Public Relations Secretary

- A. The Public Relations Secretary of SCWSC shall be a member of the incoming Junior or Senior class as of the first day of the academic year following spring elections.
- B. Duties
  - a. The Public Relations Secretary is responsible for maintaining and updating all social media accounts of Stern College for Women Student Council, including but not limited to Facebook and Snapchat.
  - b. The Public Relations Secretary is responsible for the maintenance and upkeep of the Stern College for Women Student Council events calendar bulletin board.
  - c. The Public Relations Secretary is responsible for marketing all Stern College for Women Student Council events, including but not limited to flyer making and circulation.

#### Section 5- The Treasurer

- A. The Treasurer of SCWSC shall be a member of the incoming Junior or Senior class as of the first day of the academic year following spring electrons.
- B. Duties
  - a. The Treasurer of the Student Council shall take charge of the funds of the Council.
  - b. The Treasurer shall meet with the overseeing staff, be it the Office of Student Life or another, regarding the council finances regularly.
  - c. The Treasure must submit a weekly report of spending per club to the President.
  - d. The allocation of funds are up to the discretion of the President and Treasurer.
  - e. The Treasurer must collect all documents verifying the use of all funds.
  - f. The Treasurer shall require an itemized budget from each chartered club or organization to be submitted with each event request.
  - g. The Treasurer shall maintain a budget for the regulation of the expenditures of the Student Council in the following manner:
    - i. At the first meeting of the Executive Board each year, a financial account of the preceding year shall be submitted thereafter, at the first meeting of each month the expenditure and balance shall be presented.
    - ii. No extra budget expenditures shall be made without the consent of the Executive Board.

### Article 6- RESPONSIBILITIES OF THE EXECUTIVE BOARD

#### Section 1

- a) The Executive Board shall be a policy formulating body with the power to initiate legislation and transact business.
- b) The Executive Board shall have the power to charter clubs, organization, societies, publications, and honor societies as specified in the constitution.
- c) All Executive Board members must be in attendance at Orientation for both the Fall and Spring Semesters.
  - a. Members may request permission for absence if necessary.

- d) All Executive Board members must be present at Stern College for Women Student Council-run shabbatons including but not limited to YUNite and Beren Unite or the equivalent.
- e) All Executive Board members must be present at SCWSC run events such as Welcome Back events, Chagiga's, and two events a semester per club that they serve as a liaison for.
- f) Each member of the Executive Board must serve as a co-chair for one campus or University wide event.
- g) Executive Board members must create a weekly Shabbat rotation schedule so that there is at least one member of the Executive Board present each Shabbat on campus.
- h) The Executive Board may appoint all committees not otherwise provided for in the Constitution. Final decisions will be made by the Student Council Presidents.
  - a. The procedure for selecting committee members is as follows: at the beginning of each academic year it should be publicized that those students interested in activities should fill out the appropriate forms and file them with the respective committee heads. Each committee head will review the applications and submit them to the Office of Student Life or another.

The Executive Board will discuss the applications and make final decision.

- i) The Executive Board must approve the activities of all clubs, classes, organizations, publications, and honor societies.
  - a. Any publication and written literature must be approved.
  - b. Any publication and written literature must publicize Student Council sponsorship.
  - c. Guidelines for branding must be followed by all sponsored publications.
- j) The Executive Board shall meet once a week.
- k) The Executive Board shall meet once a month with the overseeing office.
- l) The Council President shall meet once a week with the Office of Student Life or another along with the other council presidents on the Beren Campus.

## Article 7 - MEETINGS

### Section 1

The Executive Board shall hold open meetings at a fixed time and place not less than once every six weeks. In addition, the President may call extra meetings at the written request of ten or more members of the body.

Quorum must be present for meetings to take place.

### Section 2

All issues that arise at a Student Council meeting shall be voted upon only by those members of the Student Council present at the meeting. There will be no alternate delegates to represent absent members. An issue may be brought up for a vote upon the consent of the majority of the

aforementioned members. The current council president casts the deciding vote in the event of a tie.

### Section 3

In the event that an Executive Board member is repeatedly absent from or late to meetings, she must submit an acceptable excuse to the Executive Board or face impeachment.

### Section 4

Student Council must have a meeting with all club presidents, publication editors, and committee chairpersons at least once a semester.

## ARTICLE 8 – REFERENDUM

### Section 1

- A. Upon request of 25% of the attending student body, petitions may be presented to appeal Student Council rulings.
- B. 75% of the total student body must agree for the results of the referendum to be considered binding.

## ARTICLE 9 – IMPEACHMENT

### Section 1- Executive Board

- a) Impeachment charges may be brought against any member of the Executive Board by consent of a majority of the Executive Board members, or a petition signed by a majority of the student body.
- b) The officer facing charges has the right to request a written explanation for the cause of impeachment.
- c) The President of the Student Council will call a meeting of the student body within ten days of her impeachment charges, and the accused has the right to make a statement in her defense. (In the event that the President is the one to be impeached, the Vice President should take charge.)
- d) At the meeting, the President will read the charges. If affirmatively voted on by at least two thirds of the attending student body, a date shall be set for trial by the Executive Board concerning the officer.
- e) The accused is removed from office upon the vote of two thirds of the Executive Board.

### Section 2- Class and Club Boards

- a) Impeachment charges may be brought against a member of a class board or a member of a club board by consent of a majority of the board or of the members of the class or club.
- b) A vote of two thirds of the class members or club members is required to remove the board member from office.

## ARTICLE 10 – ELECTIONS OF THE EXECUTIVE BOARD OF THE STUDENT COUNCIL AND CLASS BOARDS

### Section 1 - SCWSC Executive Board

- A. The President, Vice President of Clubs, Vice President of Academic Affairs, Public Relations Secretary, and Treasurer of the Student Council of Stern College for Women shall be elected by ballot by the entire student body of this college.
- B. Graduating seniors may vote for and sign only the petitions of the Executive Board.

#### Section 2 - Executive Board Requirements

In order to run for a Executive Board, one must fulfill the following criteria:

- A. At least two weeks prior to elections, a notice of the election shall be posted on the Student Council bulletin board.
- B. Class status for a candidate running for Student Council Executive Board shall be determined by the official class listing of the Office of the Registrar.
- C. Each candidate must submit a nomination list of 200 names for President of Student Council and 150 names for Executive Board. Upon completion, it is handed to the election coordinator(s) for approval by the Academic Deans, Office of Student Life or another.
- D. All prospective candidates for office in the Student Council must have had some record of service or leadership, e.g. officer of chartered club, resident advisor, editor of The Observer etc.
- E. She must be attending the college full time during her term and live in university housing and in good academic and university standing. (The student may not be on probation of any kind within the university.)
- F. The eligibility of each candidate shall be considered for approval by the Executive Board of the Student Council and the Office of Student Life or another.

#### Section 3- Class Board Requirements

In order to run for a Class Board, one must fulfill the following criteria:

- A. Each candidate must be a member of the class for which she is running.
- B. Class status for a candidate running for a Class Board shall be determined by the official class listing of the Office of the Registrar.
- C. All candidates must complete official SCWSC petition forms.
- D. Each candidate must submit a nomination list of 75 names for President of a class board, and 50 names for class board. Upon completion, it is handed to the election coordinator(s).
- E. She must be attending the college full time during her term and live in university housing and in good academic and university standing. (The student may not be on probation of any kind within the university.)

#### Section 4 - Canvassing Committee

- A. The Canvassing Committee shall be formed at least two weeks before the election is organized and be comprised of graduating seniors who have been involved on campus.
- B. The Canvassing Committee shall publicize all information about the elections including available positions, rules and regulations, and election timeline.
- C. The Canvassing Committee shall be the point people for any election related questions and responsible for updating and communicating with all potential candidates.

## Section 5 - Rules and Regulations

- D. Any member of the student body who desires to become a candidate for an office shall submit her name to the President of Student Council and the Office of Student Life or another at least three days before election bids are scheduled to be confirmed.
- E. Each candidate must be in good academic standing, not on probation of any kind within the university, and have a GPA of at least a 3.0 and no tentative grades. However, students not meeting that requirement may petition the Executive Board for special consideration.
- F. If an elected officer or senior becomes a member of another class while still serving her term, she shall complete her elected term unless her previous class opposes. In the event of opposition to a Class Board member, a special election shall be held. In the event of opposition to a senator an immediate appointment shall be made.
- G. Graduating seniors may vote for and sign only the petitions of the Executive Board.
- H. Elections shall be held by the first Thursday in May unless this date conflicts with vacation, in which case the Executive Board shall determine the date of elections. The presidential debate shall be conducted by the Student Council president and Election coordinator(s).
- I. The results of the elections shall be posted in four prominent locations no later than midnight after the closing of election polls.
  - 1. The Student Council President Elect shall preside at the last Student Council meeting of the year.
  - 2. The term for office for an Executive Board member of the Student Council shall be for a period of one academic year.
  - 3. A student may be elected for the same office for more than one term.
- J. Executive Board candidate may spend at most \$75.00, and each Class Board candidate may spend at most \$50.00
- K. No student on probation may run for an office.
- L. No student may run for an office if she will graduate before May of the year in which she will serve her term.
- M. Members of the Executive Board and Class Presidents may not chair any clubs, committees, or organization, but they may be members.

## Section 6- Campaigning

- A. At least three days prior to elections shall be designated for campaigning.
- B. During campaigning, each candidate for the Executive Board of the Student Council shall present a speech at a time and place designated by the current Student Council President.
- C. Candidates may not give out any items to students.
- D. No signs may exceed eight and a half by fourteen inches.
- E. All signs must be approved by the election coordinator(s).
- F. Candidates may use their personal social media outlets (such as Facebook, Instagram, Snapchat, Twitter et al) for campaigning purposes.



## Section 7 - Voting

- A. Voting polls shall be sent to each current student's Yeshiva University email address on the morning of the vote.
- B. Voting shall be by secret ballot.
- C. There shall be no voting by absentee ballot.
- D. There shall be no voting by proxy.
- E. The votes shall be counted by the automated election system. Result notification shall be sent to the Office of Student Life or another and the election coordinator(s) who will disseminate the information.
- F. In the event of a tie, re-voting shall take place within three days of the election. No compositions will be allowed.
- G. An incomplete ballot will be counted.
- H. The ballot count shall not be revealed.
- I. Write-in ballots shall be accepted. This candidate may not be declared the winner unless she meets all previously stated qualifications.

## Section 8 - Publication of Voting Results

- A. The Canvassing Committee shall contact all candidates with the election results after receiving them from the Office of Student Life or another.
- B. The Canvassing Committee shall then send notifications to the student body with the election results.

## ARTICLE 12- AMENDMENTS

### The Amendment Process

- A. In order to amend the constitution, a petition with 100 signatures from the student body must be submitted to the President.
- B. The amendment must then be approved by three fifths of the Executive Board.
- C. Upon approval, the amendment must be approved by three fourths of the voting student body in a special election called by the President

## ARTICLE 13-RATIFICATION

Two thirds of the ballots cast by the voting student body must approve the constitution in order for it to be ratified.

## BY LAWS

### ARTICLE 1 - ELECTION OF CLASS OFFICERS

#### Section 1

- A. Class elections for the Sophomore, Junior, and Senior boards shall be held the same day as elections of the Executive Board.
- B. The elections shall be conducted under the supervision of the Student Council election coordinator(s).
- C. Elections of the incoming Freshman class officers shall be held within one month of the beginning of the next academic year.

#### Section 2

- A. Class officers (President Vice President Treasurer, Secretary) shall be installed at the official Student Council Installation.

- B. Class officers must have at least a 3.0 GPA and must be attending class full time during their term of office and be in good standing with the University.
- C. Voting procedures shall be the same as those outlined for the Executive Board.

## ARTICLE 2 - CLUBS

- A. The charters of organizations and clubs must be obtained from a Student Council Executive Board Secretary. All organizations must embody the Halachic tradition and must adhere to the policies of the Student Council. The form of the charter is as follows:
  - 1) The Student Council of Stem College for Women hereby charters the Club Society/Organization for a period of one year commencing and conducting in compliance with regulations accompanying the charter.
  - 2) Each charter shall be filed with the Secretary of the Student Council.
  - 3) Applications for renewal of charters shall be made at the end of the Spring semester or at the start of the Fall semester with budgetary requirements listed.
  - 4) A report of the year's activities of each club/society/organization shall be filed with the Secretary at the end of each semester.
  - 5) An oral or written report of each club's activities shall be given at Student Council meetings.
  - 6) No new organization shall be chartered unless a minimum of 25 persons submit a written request to the Student Council.
  - 7) If the charter of a club/organization/society is not renewed, the credits or deficits of it shall be assumed by the Student Council and the organization shall be declared non-existent.
  - 8) No member of the student body may hold more than two key positions (i.e. President of two clubs).

## ARTICLE 3- STUDENT LIFE COMMITTEE

### Section 1

- A. The Student Life Committee is the official liaison between the students and the administration regarding academic affairs.
- B. The selection will be done by an application and interview process and voted on by the current sitting Student Life Committee Chairs.
- C. The positions open are as follows:

One representative from Freshman class

Two representatives from Sophomore class

Three representations from Junior class

Three representatives from Senior Class

In addition there must be at least one member from each one of the four categories on the SCW requirement sheet.

Examples:

- A. Sy Syms, Speech Pathology, Speech and Drama, Math, Foreign Language and Computer Science,
- B. Humanities

C. Social Sciences

D. Natural Sciences

E. The Freshman class representative shall be selected in the Fall during Freshman class board elections.