

**MURRAY STATE UNIVERSITY  
STUDENT SENATE BYLAWS**

**ARTICLE I. NAME AND PURPOSE**

Section A. The legislative branch of the Student Government Association shall be known as the Murray State University Student Senate.

Section B. The Student Senate shall be the governing body of the Student Government Association (hereinafter referred to as S.G.A.) and shall have the power to pass resolutions, bills, rules and to implement and maintain any programs consistent with the S.G.A. purpose.

**ARTICLE II. GOVERNMENT**

Section A. The Senate membership shall consist of the Executive Council of the S.G.A., three (3) elected senators from each Academic College OR School of the University, and two (2) “freshman senators,” eight (8) senators at-large, and two (2) senators from each Residential Colleges who, along with the members of the executive council, shall have the right to vote.

1. The Executive Council of S.G.A. shall consist of the President/Student Regent, Executive Vice-President, Vice President of Administration, Vice President of Student Connections, Chief Justice, and the President of the Residential College Association.
2. As stated in the Constitution, the RCA President and Chief Justice are “ex-officio” members of the Executive Council, and do not receive the right to vote.
3. The President of S.G.A. shall have the right to vote only in case of a tie.

**ARTICLE III. ELECTION/APPOINTMENT AND DURATION OF TERM**

Section A. The Director of Election/Ways and Means shall be responsible for the establishment and enforcement of the

rules governing each election.

Section B. In the event the Director of Election/Ways and Means is a candidate for office during the time of elections; the President shall appoint a temporary Director until after the election results have been confirmed.

Section C. All elected or appointed positions shall be organized by the S.G.A., with the exception of R.C.A. positions (excluding the R.C.A. president). Executive and Senator positions shall be elected in the spring semester. All other positions will be elected or appointed according to their respective operating principles.

Section D. All candidates must without exception meet the requirements for the office of their candidacy as declared in the constitution and by-laws.

Section E. No member of S.G.A. shall be allowed to serve in two constitutional branches, other than the officers so required by the constitution. Further, no candidates shall appear on the S.G.A. ballot more than once. Nor, shall any candidates be allowed to run for more than one Senate office per election.

Section F. In order to be elected, a candidate must receive a plurality of the votes cast. In case of a tie, a runoff election shall be held within 15 school days.

Section G. No write-in candidates will be accepted.

Section H. All Student Senate positions shall be for one-year terms unless otherwise stated in these by-laws.

Section I.

The election results shall be made known to the public no more than 24 hours following the election closing.

## ARTICLE IV. DUTIES AND RESPONSIBILITIES

Section A. Executive Council

The President shall:

1. Maintain a cumulative point standing (hereinafter G.P.A.) of at least 2.7 on the 4.0 system.
2. Act as the chief executive officer of the S.G.A., providing direction and leadership for the entire organization.
3. Be the official representative of the student body of Murray State University on the Board of Regents.
4. Serve as chair of all Senate meetings and Executive Council meetings.
5. Endorse all expenditures of the S.G.A. in the absence of the Vice President of Finance.
6. Have the power to appoint any standing or ad hoc committees as deemed necessary.
7. Appoint vacancies to branch positions, university committees, standing committees, and other positions as deemed necessary.
8. Have the power to veto any legislation they believe does not support the core purposes of the S.G.A.
9. Have the power to appoint a Chief of Staff as deemed necessary.

a.

The Senate can overturn a veto with a 2/3 vote of the membership.

2. The Executive Vice-President shall:

1. Maintain at least a 2.7 G.P.A. on the 4.0 scale.
2. In the vacancy of the office of the President, assume that office immediately and without obstruction, and all the duties and responsibilities thereof.
3. Serve as the chair of the Campus Activities Board.
4. Serve as chair of the Senate in the absence of the President.
5. Report to the Senate the decisions and activities of the Campus Activities Board Programming Council.
6. Perform all other functions, as defined in the Campus

## Activities Board operating principles.

7. Perform any additional tasks, as assigned by the President.
3. The Vice President of Student Connections shall
  1. Maintain at least a 2.7 G.P.A. on the 4.0 scale.
  2. Be responsible for serving as the liaison between student organizations and the S.G.A.
  3. Serve as the Chief Recruitment Officer of the S.G.A. to increase student participation and involvement.
  4. Serve on committees that encompass Murray State Recruitment and/or retention events.
  5. Be responsible for promoting all collaborations within registered student organizations.
  6. Perform any additional tasks, as assigned by the President.
4. The Vice President of Administration shall:
  1. Maintain at least a 2.7 G.P.A. on the 4.0 scale.
  2. Record all Senate, Campus Activities Board, and Executive Council documents. Work with other branches, which coordinate their own documents, to maintain proper records of the organization.
  3. Maintain SGA membership records.
  4. Record the minutes of each Senate meeting, C.A.B. and Executive Council meeting.
  5. Be responsible for publication of official S.G.A. correspondence.
  6. Be responsible for maintaining and safeguarding the financial records of the organization alongside the Student Activities Advisor.
  7. Be responsible for meeting regularly with the Student Activities Advisor to discuss the S.G.A. budget.
  8. Be responsible for presenting updates on how the budget is used at Senate Meetings.
  9. Endorse all expenditures of the S.G.A alongside the Student Activities Advisor.
  10. Be responsible for preparation and presentation of the S.G.A. Budget in coordination with the Student Activities Advisor.
  11. Perform any additional tasks, as assigned by the President.

5. The Judicial Board Chief Justice shall:
  1. Maintain at least a 2.7 G.P.A. on the 4.0 scale.
  2. Serve as an ex-officio member of the Executive Council.
  3. Provide Judicial Board updates to the Executive Council.
  4. Provide their interpretation of the constitution, as it relates to the initiatives of the Executive Council.
  5. Perform all other functions, as defined in the Judicial Board operating principles.
  6. Perform any additional tasks, as assigned by the President, as long as it doesn't cause a conflict of interest for the Judicial Board.
6. The Residential College Association President shall:
  1. Maintain at least a 2.7 G.P.A. on the 4.0 scale.
  2. Serve as an ex-officio member of the Executive Council.
  3. Serve as a liaison between the S.G.A., the housing department, and Residential College Councils.
  4. Be responsible for presiding over the Residential College Association meetings.
  5. Be responsible for communicating the needs of the Residential Colleges to the Executive Council of Student Government Association and to work closely with the Residential College programming Chairperson to offer entertaining and enlightening programs within the Residential Colleges.
  6. Perform all other functions, as defined in the Residential College Association operating principles.
  7. Perform any additional tasks, as assigned by the President.

## Section B. Senators

1. The Senators of the Student Senate shall:
  1. Maintain at least a 2.0 G.P.A. on a 4.0 scale at the time of election and during the term of office.
  2. Support the mission, goals and objectives set forth by the Student Government Association.
  3. Accept additional roles and responsibilities

in certain projects and programs later agreed upon.

4. Attend all weekly Senate meetings
  5. Maintain proper contact with the organizations that they are assigned to in order to promote a positive exchange of ideas between representatives and constituents as determined by the Executive council.
  
  6. Perform any additional tasks, as assigned by the President.
2. The Senators elected from the general student body (Senators at Large) shall:
    1. Act as S.G.A. Ambassadors to all registered student organizations on campus.
    2. Attend two meetings of registered student organizations on campus as assigned by the S.G.A. exec team.
    3. Be responsible for giving the Student Senate a report on the registered student organization they visited the week after the meeting takes place.
  3. The Senators elected from the class of Freshman enrollees (Freshman Senators) shall:
    1. Have completed no more than 30 credit hours after high school graduation, as stated in the SGA Constitution (Article III. Section 5.)
    2. Serve as Vice Chairs of the Freshman Council under the Director of Enrollment Management and Student Success.
    3. Be responsible for giving the Student Senate a report bi-weekly on Freshman Council.
  4. The Senators elected from the individual University Colleges/Schools (Academic College Senators) shall:
    1. Maintain a major in the college they represent.

2. Act as the student liaison representative between S.G.A and the Academic College they represent.
3. Meet with the Dean and/or a Representative from the College they represent bi-weekly.
4. Report to the Senate on behalf of the Academic College they represent bi-weekly.

Revised April 2025

5. Speak at a Transition Session within the Academic College they represent at the beginning of each semester.
5. The Senators elected from the individual Residential Colleges (Residential College Senators) shall:
1. Maintain affiliation in that specific Residential College
  2. Act as the student liaison representative between S.G.A and the Residential College they represent.
  3. Attend and report updates from the S.G.A. Student Senate to their specific Residential College Council weekly.
  4. Report to the Senate on behalf of the Residential College Council they represent bi-weekly.
  5. Individually attend a minimum of one Residential College event within the Residential College they represent per semester.

#### Section C. Senate Director Positions

1. The Interviewing Committee, composed of the Executive Council, shall interview and select individuals for Senate Director Positions. All Director recommendations must have the final approval of the Senate.
2. The Senate Directors shall:
  1. Maintain at least a 2.0 G.P.A. on a 4.0 scale at the time of election and during the term of office.

2. Be responsible for a weekly report to the Senate on activities pertaining to their specific Director role.
3. Be responsible for encouraging and sponsoring legislation before the Student Senate.

## ARTICLE V. SENATE DIRECTORS

### Section A. Chief of Staff

The Chief of Staff Shall:

1. Be administratively responsible for ensuring all Senators and Senate Directors are fulfilling the requirements and duties of each position as outlined above.
2. Develop weekly agendas, Presentations, and calendars of events for Student Senate meetings at the direction of the S.G.A. President.
3. Give a Senate Director's weekly report to the Student Senate in the event that a Senate Director is absent.
4. Perform any additional tasks, as assigned by the President.

### Section B. Other Director Positions

1. The Director of Elections, Membership, and Legislation shall:
  1. Be accountable for the regulation and conduct of all S.G.A. elections.
  2. Work with the Director of Public Relations and Chief of Staff to ensure that elections and vacancies are being effectively publicized.
  3. Be responsible for giving the Student Senate a weekly report on upcoming campus elections.
2. The Director of University Affairs shall:
  3.
    1. Be responsible for meeting once weekly with the Vice President of Student Affairs. Each week bring a different Senator from the Student Senate or Freshman Council to

- gain a unique student perspective.
  - 2. Be responsible for providing recommendations about programs available to students on campus such as financial aid, housing and health services.
  - 3. Be responsible for the research and investigation of items requested by the Student Senate or the Executive Council.
- 4. Be responsible for the conducting of polls and interest surveys for S.G.A.
  - 5. Be responsible for giving the Student Senate a weekly report on policies and procedures of the university relevant to their student experience.
3. The Director of Publication Relations shall:
- 1. Serve as the head of Public Relations presiding over all branches of S.G.A. The C.A.B. and R.C.A. Publicity Chairs shall assist in public relations within their respective branches.
  - 2. Coordinate with all branches of S.G.A. to maintain an up-to-date social media presence and consistent messaging.
  - 3. Actively provide publicity for events sponsored by each branch of S.G.A.
  - 4. Ensure that all Senate meetings are live-streamed via S.G.A. social media channels.
  - 5. Be responsible for the publication and distribution of any publication as directed by the student senate or the Executive Council.
  - 6. Be responsible for giving the Student Senate a weekly report on upcoming social media programming
4. The Director of Enrollment Management and Student Success Shall:
- 1. Serve as the Chair of the Freshman Council, hosting meetings throughout the semester bi-weekly. The two Freshman Senators will serve as Assistant Chairs.
  - 2. Work in close partnership with the Office of Recruitment and Student Ambassador program to ensure that the recruitment and retention strategies of the University align with the current priorities of high school and college

students.

3. As available, partner with the Office of Recruitment to attend high school visit sessions, informing prospective students about S.G.A and Murray State University.
4. Coordinate any other programming that assists in University recruitment and retention efforts.
5. Be responsible for giving the Student Senate a weekly report on university recruitment and enrollment initiatives.

5. The Director of Government Relations shall:

1. Work alongside the Assistant Vice President of Public Affairs to maintain the relationship between S.G.A., and government officials within the Kentucky State Capitol and Washington, D.C.
2. Participate in lobbying efforts on behalf of Murray State University as needed by the President of S.G.A.
3. Be responsible for giving the Student Senate a weekly report on policies and legislation relevant to Murray State.

6. The Director of Community Outreach shall:

1. Be responsible for working with the Racers Helping Racers Food Pantry to ensure that it has adequate resources and support to effectively execute its mission.
2. Be responsible for coordinating the S.G.A. Blood Drive in conjunction with the American Red Cross once a semester.
3. Be responsible for coordinating all other philanthropic endeavors through the S.G.A.

## ARTICLE VI. JOINT COMMITTEES

### Section A. University Committees

1. The student representatives to the University Committee shall be selected by the President from the members of the S.G.A.
2. The term on the University Committees shall parallel the term as

a Senator.

3. When assigning committee representatives, the President should take care to select a diverse group of individuals to represent the student body.

## ARTICLE VII. QUORUM

Section A. In all cases a quorum shall consist of a majority of the total voting membership of the Senate.

## ARTICLE VIII. VOTING AUTHORITY

Section A. The voting membership of the Senate shall be the Senators elected from the university colleges, "freshman senators," residential colleges, and the Senators elected at-large from the campus, and the Executive Council of S.G.A. The President of S.G.A. shall only vote in the case of a tie.

Section B. Senate members must be present at the meetings to vote.

## ARTICLE IX. ABSENCES AND VACANCIES

Section A. Absences.

1. Each member of the Senate is guaranteed two (2) unexcused absences per semester.
2. Excuses must be received by the Vice President of Administration at least 24 hours in advance of the senate meeting for them to be considered for an excused absence. The validity of excused absences shall be determined by the President of S.G.A. and the Vice President of Administration.
3. After the first unexcused absence, the Vice President of Administration shall contact the senator with a warning, letting them know they now have one unexcused absence.
4. After the second unexcused absence, the President of S.G.A. must call this member before him/her and determine if the absences should result in dismissal from the Senate. If the senator is unresponsive or refuses to meet with the S.G.A. President before the next Senate meeting takes place, they will be automatically removed from office.

5. If the President of S.G.A. allows the senator to remain in their position following the two absences and the senator misses a third meeting unexcused, the senator will be automatically removed from office.
6. If the Executive Council of S.G.A. deems that there were extenuating circumstances about a senator's situation, they can choose to waive any of the requirements listed above at their discretion. This will be treated on a case-by-case basis.

#### Section B. Vacancies.

1. All vacancies shall be publicized for a minimum of one academic week. Applications will be accepted from qualified persons interested in the positions. The Executive Council shall interview applicants and nominate person(s) to fill vacant office(s). The applicant shall be appointed by receiving approval by a persuasive majority, ninety percent (90%), from the senators present at the following meeting. If the applicant fails to receive ninety percent, then the Senate shall interview the applicants and appoint a person to fill the vacant office.