

**Constitution and By-Laws of the
Student Government Association of the College of Nursing
Medical University of South Carolina**

Article I: Name and Purpose

Section 1

The organization shall be known as the Student Government Association of the College of Nursing, Medical University of South Carolina or CON SGA.

Section 2

The purposes of the CON SGA are the following:

- To facilitate the exchange of information and ideas between all students enrolled in the CON and CON faculty and administration
- To serve as a liaison between CON students the CON faculty and administration to represent student opinion, needs and interests to the administration, and to disseminate and promote the exchange of information
- To take action to increase the quality of student services and academic programs to enhance the education of CON students
- To plan and execute a variety of social, cultural, and/or recreational events to promote fellowship, personal growth, and enjoyment of CON students
- To maintain a budget with allocated funds to most effectively serve the CON student body.

Article II: Membership

Section 1

All College of Nursing students are members of the CON SGA

Article III: Officers

Section 1

The officers of SGA shall be President, Vice President, Secretary, Treasurer, Social Coordinator, Class Representatives, and SNA/SGA Liaison. Elected MUSC SGA representatives are ad hoc.

Section 2

The election of officers shall be each November and April.

New officers will take office in December and May and assume active duties and powers.

All students in good standing are eligible to run for office.

Elections will be held during a one week period using WebCT.

A plurality of the votes cast will be required to elect the officers.

Election results will be posted on WebCT and announced in E-Connections.

Section 3

The President shall organize, represent, and mentor CON students.

The primary function of this office is to provide leadership to the officers and members. They should be a role model for nursing students and the nursing profession. They should project a positive image and help students understand the meaning of professionalism.

The President shall be responsible for the overall operations of programs, finances, and continuity of the organization.

The President shall chair meetings.

The President shall plan with the Secretary election of new officers.

The President shall communicate regularly with the MUSC College of Nursing Student Nurse's Association President, faculty, and administration. They should provide regular feedback to faculty and administration on student issues and College of Nursing culture.

Section 4

The Vice President shall organize, represent, and mentor students.

The Vice President shall assist the President with the overall operations, finances, and continuity of the organization.

The Vice President shall act in lieu of the President if the President is unable to perform the duties of the office and shall succeed in the office if the President if a vacancy occurs.

The primary function of this office is to raise funds for SGA.

Section 5

The Secretary shall organize, represent, and mentor students.

The Secretary shall maintain all official records of SGA.

The Secretary shall notify officers and student members of all scheduled meetings and arrange space for meetings.

The Secretary shall handle all correspondence and the postings of minutes.

The Secretary shall submit an annual report of activities and complete application for MUSC Gives Back annual award.

The Secretary shall prepare a brief (200 word) article about SGA happenings for E-Connections, the monthly College of Nursing newsletter, by the 23rd of each month.

Section 6

The Treasurer shall organize, represent, and mentor students.

The Treasurer shall be in charge of all monetary affairs of the SGA.

The Treasurer shall ensure that the SGA checkbook is continually and accurately balanced and a report is provided to the officers and Director of Student and Alumni Relations.

The Treasurer shall ensure that the proper signatures are on file with the appropriate agency for checking purposes.

Section 7

The Social Coordinator shall organize, represent, and mentor students.

The Social Coordinator shall coordinate with the Director of Student and Alumni Relations New Student Orientation and mentoring program for new students and any additional college-wide activities to promote fellowship and well-being.

Section 8

Class representatives (2) shall organize, represent, and mentor students.

Class Representatives shall represent their class and provide feedback at the officers meeting and to appropriate College of Nursing faculty and administration.

The fourth semester class representatives shall plan the Senior Graduation Party.

Section 9

The SNA/SGA Liaison shall organize, represent, and mentor students.

The SNA/SGA Liaison shall communicate activities and programs of both organizations to ensure maximum participation in projects and events and avoid duplication/overlap of projects and events.

Section 10

MUSC SGA Representatives shall report projects and events of the MUSC SGA to the CON officers.

Article IV: Meetings

Section 1

The officers shall meet one time per month.

The officers should plan at least one Town Hall meeting for CON students, faculty, and administration during the fall, spring, and summer semesters.

Article V: Specific Functions

Section 1

- a) The SNA will maintain a balanced budget and make a budget report at each meeting.
- b) Expenditures should be approved by the SNA officers.
- c) Out of courtesy to future groups, the organization should aim to fund-raise an equal amount of monies spent annually.

Article VI. Constitutional Amendments

Any student may introduce amendments to the SNA Constitution and By-Laws to the SNA officers. The officers will discuss the proposed amendment and introduce the proposed amendment with their recommendations at the next meeting. A two-thirds vote of the officers will carry the amendment.

Student Nurses Association (Sigma Nu Alpha)

The MUSC chapter of the Student Nurses Association is Sigma Nu Alpha. This organization is open to all students; however, there is a membership fee. It sponsors programs and activities throughout the academic year. It is active in state and local chapters.