

Constitution of SAGES Student Advisory Board

Article I - Name

The name of this organization shall be SAGES Student Advisory Board and abbreviated as SAGES SAB or SAB in the proper context.

Article II - Purpose

We believe that the SAGES program is integral to making Case Western Reserve University the most powerful learning environment in the world. To this purpose, we, the SAB, will strive to provide a stronger link between the SAGES administration and the student body as a whole, to assist in the preparation of new courses that fit both within SAGES criteria and the interests of students, and to promote the SAGES program to new and prospective students. It is our belief that the SAB will foster relations between the faculty, administration, and students of SAGES to the benefit of all.

Article III - Membership

The SAB welcomes all students, SAGES and non-SAGES alike, to be involved. Any student who attends at least three (3) meetings in the course of the year shall be considered a Member eligible to run for office. The SAB shall not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin, status as a veteran, gender identity, or handicap in recruitment, admission to membership, or access thereof, or treatment in its programs and activities.

Article IV - Offices

The SAB recognizes an Executive Board of seven members for its leadership. Included in the executive board are the offices of President and Vice President. Elections shall be conducted yearly and as follows.

A - Spring Elections

At the first meeting in March, the President shall be elected from the current Executive Board. The Vice President will be elected from all Members. Three Executive Board positions shall also be chosen following the elections of the President and Vice President. Any Member of the SAB may run for a position on the Executive Board according to the following rule. Each of the four undergraduate schools (Arts & Sciences, Engineering, Management, and Nursing) must have a member by major on the Executive Board, if possible. If the President and Vice President represent the same school by major, then the three positions will be chosen one each from the other schools. If they represent different schools, then two positions will be chosen by school and the other will be open to all Members. Dual degree students can count for either of two schools. Undecided students will represent the school whose core they are currently following. If a school does not have a candidate running, that position will be open to all Members. Voting is not restricted to Members. Voting will be done at once with each person selecting three candidates. The candidate with the most votes in each school will be selected. If an at-large position is available, the candidate with the most votes not already chosen will receive the final seat. Of

these three Executive Board positions, they must decide amongst themselves who will serve as Treasurer and Secretary. The remaining person will be considered a general seat Executive Board Member.

B - Fall Elections

Two executive board positions will be elected at the second meeting of the fall semester for freshmen representation. They must be freshmen students of any school and only freshmen SAGES students are eligible to vote.

C - Emergency Elections

In the event that a seat is prematurely vacated, the general seat Executive Board Member will take that position, and an election will be held for a new general seat Executive Board Member at the next meeting.

All Executive Board members, including the President and Vice President, hold their positions for one year and may run for re-election as long as they remain undergraduates enrolled in the SAGES program. A declaration of intent to run for office is due to both the President and Vice President one week before the meeting of the election.

The SAB shall also have a faculty representative and advisor. This representative shall be chosen from among SAGES professors by the Executive Board. He or she can remain the advisor as long as both the Executive Board and that professor agree.

Article V - Officers and Duties

A - The President

The President is required to provide all communication regarding the announcement of meetings and SAB special events. He/she is in charge of maintaining the SAB webpages, either directly or through appointment. In addition, he/she is responsible for the administration of Executive Board meetings as well as SAB general body meetings.

B - The Vice President

The Vice President is responsible for communication with the SAGES administration. This will include ensuring that rooms are reserved for all meetings as well as transmitting feedback from both the students and the administration. In the absence of the President, the Vice President will administer all meetings.

C - The Treasurer

The Treasurer is responsible for managing the organization's monetary funds. This will include communication with the Undergraduate Student Government to receive reimbursements for used funds.

D - The Secretary

The Secretary is responsible for keeping attendance and taking minutes at all meetings.

E - The Executive Board

Executive Board members are expected to regularly attend meetings of the Executive Board as well as general body meetings. They are expected to assist in planning for general body meetings. They are also required to be a channel of information to and from students outside of meetings as well as being responsible for calling for the formation of committees.

Article VI - Meetings

Meetings are split into Executive Board meetings and general body meetings. The general body meetings are held once or twice a month, with the exact schedule planned by the Executive Board before the semester begins. They may adjust this planned schedule as necessary. The Executive Board reserves the right to adjust the number and type of meetings as necessary by a majority vote. Quorum for voting requires attendance of at least five Executive Board members, at least one of which must be the President or Vice President. In addition, at least five other students must be present for any vote that is required at a general body meeting. All votes are limited to students although faculty and administration, if present, may give their input on issues. In addition, all votes must be announced to the student body prior to the meeting. Executive Board meetings are required to be held before all general body members and must have five members present, at least one of which must be the President or Vice President. These meetings are to plan the agenda of the next general body meeting. Also, any member of the Executive Board may call for the formation of a committee for a specific purpose (such as planning orientation events). The Executive Board must then have a majority vote of those present to formally create the committee. The Executive Board will also appoint a student to lead this committee.

Article VII - Amendments

Amendments may be proposed by any Member of the SAB. They will be ratified at the meeting following their proposal by a 2/3 majority vote. If the Executive Board unanimously opposed the ratification of said amendment, a 3/4 majority vote will be required. All votes for the ratification of amendments are limited to Members as defined above.