

**Constitution**  
*Student Government Association*  
Tulane University School of Social Work

**Preamble**

We, the graduate and professional students of the School of Social Work, an academic institution of Tulane University of Louisiana, in order to develop and further scholastic attainment, promote understanding among students, faculty, administration and alumni, coordinate the student activities of TSSW and its degree-seeking students and programs, further professional, social and public service interests, and to maintain a professional standard as established by the National Association of Social Workers' Code of Ethics as well as general professional standards and ethics, do establish this Constitution for the Tulane School of Social Work.

**Article I: Name and Affiliation**

This organization will be known as the Student Government Association of the Tulane School of Social Work (TSSW), hereinafter referred to as SGA.

**Article II: Purpose**

The SGA will be the voice of graduate and professional students at TSSW. The SGA is designed to accurately represent the concerns and needs of TSSW degree-seeking students to the school's administration, and promote and assist in the development of professional, knowledgeable, and ethical individuals that will become valuable assets to fellow colleagues, TSSW, Tulane University, the community, and the professions in which they serve.

It is part of the SGAs responsibility to ensure to the best of its ability the inclusion of all of the student body including full time students, part time students, masters or doctoral level students, advanced standing students, and transfer students.

The SGA and its Board shall accomplish these objectives by serving as an educational, cultural, and social force within the school and the community; as a media for the expression of student opinion; as an instrument of student action and participation; as a facilitator of effective communication between students and faculty.

**Article III: Membership**

All students enrolled in a degree-seeking course of study in the Tulane School of Social Work are considered members of SGA and are encouraged to participate in meetings and events. All members are welcome at meetings of the SGA; however, only members of the Board have voting authority.

All members of the faculty as well as professional and administrative staff of TSSW shall be honorary members of the SGA. As such, they shall be welcome at any meeting of the SGA; however, only members of the Board have voting authority.

No membership fee shall be required to be a member of the TSSW SGA.

**Constitution**  
*Student Government Association*  
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For any meetings requiring a vote, a minimum of two-thirds of the SGA Board must be present in order to vote. A Board Member must be present for at least three-quarters of a meeting to be considered present for the meeting.

**Article IV: Leadership**

The Board of the SGA shall consist of the necessary positions required to complete the duties and assignments required of the SGA. A listing of these positions and their duties can be found on Appendix A of the SGA Bylaws. The make up of positions needed for the SGA can be adjusted by the Board without requiring a full review or amendment to this Constitution.

In addition to the Board, the SGA shall have a Senior Leadership Team of select members from the Board. These positions include the President, Vice President of Social Work, Vice President of Disaster Resilience Leadership Academy, Vice President of Finance, and the Secretary.

**Article V: Fiscal Operations**

All members contribute to the operations of the SGA through paid student fees as part of fall and spring semester tuition. The SGA has an obligation to manage these funds in the best interest of all students enrolled at TSSW. The Finance Vice President, along with the President, have ultimate responsible and authority for financial expenditures and fiscal solvency.

Any budget reserve for the SGA shall not fall below 25% of the current fiscal year's operating budget. The Finance Vice President shall ensure that both the current operating budget and any reserve remain at healthy balances throughout the fiscal year in accordance with any and all policies of TSSW, Tulane University, the Office of Student Affairs, Student Organizations Office, and the Graduate and Professional Student Association.

**Article VI: Elections**

All positions of the Board are elected to their positions for their respective terms as defined in Appendix A of this Constitution. Elected positions begin on November 1 of each year and end on October 31 of the following year for fall semester elections. Spring semester positions elected begin on April 1 and end on March 31 of the following year. No summer elections occur unless the need for a special election arises.

As TSSW is a diverse community with multiple degree programs, Board members will be elected through a nomination and election process that is fair and equitable for all degree programs, regardless if those programs are housed directly at the TSSW main building or in a satellite location. The SGA Board will maintain policies and procedures through the Bylaws as necessary to maintain a good faith effort that any and all elections are held in a fair and consistent format as noted in the Bylaws.

**Article VII: Resignation, Dismissal, and Sanctions**

**Constitution**  
*Student Government Association*  
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Through the Bylaws of the SGA, policies and procedures shall be maintained and enforced should any member of the Board resign their position, be dismissed from their position, or have sanctions (formal reprimands) placed upon them as a Board member of the SGA.

It shall be noted that any resignation, dismissal, and/or sanction shall not have any impact on their academic status or standing as a regular SGA member of as a student within the TSSW.

Regular documentation shall be maintained by the SGA Board for any noted resignations, dismissals, and sanctions for a period of 12 months following any action from this section of the Constitution.

**Article VIII: Committees**

The Board may establish committees, standing or ad hoc, as deemed necessary. Documentation of committees shall be documented and maintained by the SGA Board for a period of two (2) years following the completion of the committee's work.

**Article IX: Amendments**

Amendments to this Constitution may be proposed to the SGA Senior Leadership Team in writing at any time. The Senior Leadership Team will develop an ad hoc committee to review the proposed amendment.

Amendments or revisions to this Constitution should be added to a revised draft of the Constitution and posted to the OrgSync website for general comment and feedback for no less than five (5) days. Feedback should be submitted to the SGA President or designee.

Amendments or revisions to this Constitution must be approved by three-quarters of the SGA Senior Leadership Team in order for this Constitution to become binding.

At a minimum of once every year, the Senior Leadership Team shall review the Constitution and subsequent appendices to ensure compliance with any changes in rule or policy by TSSW, Tulane University, Office of Student Affairs, Student Organization Office, and/or the Graduate and Professional Student Association. The review process shall be noted in Article XI of this Constitution.

Bylaws may be adopted that are consistent with this Constitution as deemed necessary by the Board.

**Article X: Enactment**

The Constitution shall supersede any previous Constitution and shall become effective the day it is approved by the Board following any and all public comment and review periods necessary and required as part of the SGA Constitution and/or its Bylaws, as applicable. The Constitution,

**Constitution**  
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when in conflict with the Bylaws, shall supersede the Bylaws on all occasions.

Any instance not specified or provided in the Constitution will be decided on by the Board on an individual basis.

**Article XI: Revision History**

As noted in Article IX, amendment and revision history shall be documented for the Constitution, Bylaws, and related Appendices shall be maintained indefinitely by the SGA Board.