

*QUEENSBOROUGH COMMUNITY COLLEGE*  
*The City University of New York - Bayside, New York 11364-1497*

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CONSTITUTION  
OF THE  
QUEENSBOROUGH  
STUDENT  
ASSOCIATION

## **Preamble: Queensborough Student Association Purpose**

In order to further the well-being of the student body, to provide students with experience and training in a democratic form of government, to continuously expand and coordinate a program of student activities, to stimulate student interest and support in the development, assessment and execution of educational, social, cultural and recreational programs, to develop communication amongst students, administration and faculty in order to further the goals of this educational facility, we, the students of Queensborough Community College, do hereby establish this Constitution of the Queensborough Student Association (QSA) of Queensborough Community College.

## **ARTICLE I**

### **Section I: Organization's Name**

The name of this organization shall be the Queensborough Student Association (also known as QSA).

### **Section II: Membership**

All students of Queensborough Community College (QCC) are members of the QSA and, as such, are entitled to the benefits, privileges, and memberships the Association provides.

### **Section III: Non-Discrimination Policy**

All benefits, privileges, and members that the QSA provides shall be open to all QSA members regardless of race, gender, creed, color, religion, national origin, age, disability, sexual orientation, and/or veteran status.

### **Section IV: Minimum Procedural Requirements**

The following procedural requirements shall be observed and enforced at all meetings of each entity of the QSA unless otherwise provided for in this constitution:

- A. The term **quorum** shall mean a majority of an entire body in attendance.
- B. The term **majority** shall mean greater than fifty percent (>50%).
- C. The term **super majority** (also known as two-thirds vote) shall mean at least sixty-six percent (66%) of those voting members in attendance.
- D. Parliamentary procedure shall be observed and enforced according to *Robert's Rules of Order*.

## **ARTICLE: II**

### **Section I: The QSA Executive Board (also known as the Student Government)**

#### **A. Membership:**

1. Voting members of the QSA Executive board shall be the President, Executive Vice President, Administrative Vice President, Programming Vice President, Vice-President for Evening Students, Vice-President for Part-time Students, and Treasurer.
2. Non-voting members shall be the President Pro Tempore, Parliamentarian and Executive Secretary.

3. No member of the QSA Executive Board may be an official of any other QSA Student Group.

## **B. Powers and Duties**

### **1. President\***

- a. Shall serve as chairperson of the QSA Executive Board, voting only in the case of a tie.
- b. Shall provide executive leadership to the QSA and assume primary responsibility for the fulfillment of the Association's purpose (see Preamble).
- c. Shall represent the members of the QSA at official College functions and at other times, when such representation is appropriate (e.g. graduation).
- d. May veto (in writing) any matter voted upon by the Student Senate within five school days of said action. This veto may be overridden only by a super majority vote of the Student Senate, and must take place within ten school days following the veto (see Article II, Section III, Part B, 1i).
- e. Shall have the power, with the advice and consent of a majority of the Student Senate, to fill vacancies on the QSA Executive Board occurring between QSA elections (see Order of Succession of the QSA Executive Board, Article II, Section I, Part D).
- f. Shall have the power to create special committees that meet the needs of students. Members of such committees need not be executive board members.
- g. Shall be an ex-officio member of all QSA Executive Board committees.
- h. May veto an allocation made by the Allocating Committee within five (5) school days, subject to override by the Student Senate (see Article II, Section III, Part B, 1i).
- i. May veto a decision made by the Activities Program Council (APC) within five school days, subject to override by the QSA Executive Board.
- j. Shall call all (regular and emergency) QSA Executive Board meetings.
- k. Shall appoint a Parliamentarian and an Executive Secretary from within the ranks of the QSA who shall serve at the pleasure of the President. These officers may be removed by the President or a majority vote of the QSA Executive Board.
- l. May sign payment vouchers and purchase requisitions in place of QSA Treasurer no earlier than five school days after receipt, however, may sign checks whenever necessary.
- m. Shall sit on the Board of the Queensborough Community College Student Activities Association, Inc. and the Queensborough Community College Auxiliary Enterprise Association, Inc.
- n. Shall appoint three (3) elected student representatives to the Executive board of the Queensborough Community College Student Activities Association, Inc. and two elected student representatives to the Queensborough Community Auxiliary Enterprise Association, Inc.

*\* According to the CUNY Board of Trustees requirements, Student Government Presidents must carry a minimum GPA of 2.5 to hold office. This supersedes prior QSA Constitutional requirements.*

### **2. Executive Vice-President**

- a. Shall be a voting member of the QSA Executive Board.

- b. Shall serve as chairperson of the Student Senate, voting only in the case of a tie.
- c. Shall, in the absence of the President, assume those duties and powers delegated to the President.
- d. Shall be an ex-officio member of all Student Senate committees.
- e. Shall maintain a working relationship between the Executive Board and the Student Senate.
- f. Shall call all (regular and emergency) Student Senate meetings pursuant to the procedures in Section III, part D of this article.
- g. Shall have the power, with the advice and consent of a majority of the Student Senate, to fill vacancies of Student Senators elected at large and Student Senate Committees, occurring between QSA general elections.
- h. Shall prepare and present to the QSA Association at its final session a concise summary of the year's activities.
- i. Shall assist the President whenever necessary.
- j. Shall be a voting member of the College Academic Senate.

### **3. Administrative Vice-President**

- a. Shall be a voting member of the QSA Executive Board.
- b. Shall assist in the coordination of QSA student group activities.
- c. Shall serve as a voting member of the Allocating Committee.
- d. Shall coordinate any leadership events sponsored by the Queensborough Student Association.
- e. Shall serve as chairperson at all meetings of student group presidents and faculty advisors.
- f. Shall serve as Chairperson of the Student Group Ratification Committee of the Student Senate.
- g. Shall be a voting member of the College Academic Senate.

### **4. Programming Vice-President**

- a. Shall be a voting member of the QSA Executive Board.
- b. Shall serve as chairperson of the Activities Program Council (APC), voting only in the case of a tie.
- c. Shall appoint student representatives to the APC.
- d. May remove a member of the APC for failure to execute duties. This decision may be appealed to the Executive Board.
- e. Shall call all (regular and emergency) APC meetings.
- f. Shall represent the APC where such representation may be necessary.
- g. The Programming Vice President shall coordinate, together with the Vice President for Part-time Students and Vice President for Evening Students, all special events and programs for students along with the Advisor with respect to reserving date, time and place for such events and programs as well as any special considerations such as refreshments and equipment.
- h. The Programming Vice President shall maintain a budget and document all financial expenditures and shall submit a financial report at each meeting for the QSA Executive Board reflecting all expenditures for events planned in conjunction with the Activities Programming Council (APC).

- i. Shall be a voting member of the College Academic Senate.

**5. Treasurer**

- a. Shall be a voting member of the QSA Executive Board.
- b. Shall serve as chairperson of the QSA's Allocating Committee, voting only in the case of a tie.
- c. Shall keep records of all financial activities of the QSA.
- d. Shall have the power and responsibility to examine the financial records of the QSA.
- e. Shall present a monthly financial report to the Executive Board, a copy of which shall be forwarded to the Student Senate.
- f. Shall sign all payment vouchers, purchase requisitions and checks to authorize all funding.
- g. Shall be a voting member of the College Academic Senate.

**6. Vice President for Evening Students**

- a. Shall be a voting member of the QSA Executive Board.
- b. Shall coordinate, together with the Programming Vice President, all special events and programs for evening students along with the Advisor with respect to reserving a date, time and place for such events and programs, as well as any special considerations such as refreshments and equipment.
- c. Shall maintain a budget and document all financial expenditures and shall submit a financial report at each meeting of the Executive Board reflecting all expenditures for events planned in conjunction with the Activities Programming Council (APC).
- d. Shall serve as co-chairperson of the Constitution Review and Revision Committee of the Student Senate together with the President Pro Tempore.
- e. Shall, in the absence of the chairperson of the Constitution Review and Revision Committee, assume those duties and powers delegated to the chairperson.
- f. Shall be a voting member of the College Academic Senate.

**7. Vice President for Part-time Students**

- a. The Vice President for Part-time Students shall be a voting member of the QSA Executive Board.
- b. The Vice President for Part-time Students shall coordinate, together with the Programming Vice President, all events and programs for Part-time Students with the Advisor with respect to reserving a date, time and place for such events and programs, as well as any special considerations such as refreshments and equipment.
- c. The Vice President for Part-time Students shall maintain and document all financial expenditures and shall submit a financial report at each meeting of the QSA Executive Board for events planned in conjunction with the Activities Programming Council (APC).
- d. The Vice President for Part-time Students shall serve as co-chairperson of the APC shall meet at least twice per month during the regular academic year when classes are in session.

## **8. President Pro Tempore**

- a. Shall be a Student Senator elected by a majority vote of the Student Senate, to serve for one (1) academic year.
- b. Shall be a non-voting member of the Executive Board and shall report to the Student Senate on the activities of the Executive Board.
- c. Shall assume the chair at the Student Senate meetings in the absence of the Executive Vice-President. However, while assuming this chair, shall vote only in the case of a tie.
- d. Shall serve as Chairperson of the Constitution Review and Revision Committee of the Student Senate together with the Vice President for Evening Students.

## **9. Parliamentarian**

- a. Shall be a non-voting member of the QSA Executive Board.
- b. Shall have a working knowledge of the rules of parliamentary procedure, specifically Robert's Rules of Order, and shall advise the Executive Board on points of procedure when asked.
- c. All final rulings shall be made by the President.
- d. Shall attend all meetings of the Executive Board.

## **10. Executive Secretary**

- a. Shall be a non-voting member of the QSA Executive board.
- b. The Executive Secretary shall be a non-voting member of the Executive Board, appointed by the Executive Board, with the consent of the Senate.
- c. The Executive Secretary shall keep the minutes and records of the meetings of the Senate, the Executive Board and all government standing and ad-hoc committees and provide for the maintenance and security of all such records.
- d. The Executive Secretary shall also maintain attendance records of the Senate meetings and handle all correspondence on behalf of the Senate and the Executive Board.

## **C. Meetings of the Executive Board**

1. The Executive Board shall meet at least once per week.
2. All meetings will be held in the President's Conference Room unless previously announced otherwise.
3. Any member of the Executive Board shall be able to call an emergency meeting of the Executive Board with the consent of two or more other members of the Board.
4. Meetings, except Executive Sessions, are open to all members of the QSA.
5. A member of the Office of Student Activities may attend and serve as advisor at all Executive Board meetings. The Executive Board has the right to refuse the advisor's attendance at these meetings.
6. Executive Sessions may be called by any member of the Executive Board and are to be attended by Executive Board members only.
7. The Executive Board shall adopt bylaws and may thereafter amend their bylaws by the affirmative vote of a majority of its members. These bylaws shall govern its operation and procedure.

8. Parliamentary Procedure shall be observed and enforced according to *Robert's Rules of Order*.

#### **D. Order of Succession of the QSA Executive Board**

Executive Vice-President succeeds the President. The President Pro Tempore shall succeed the Executive Vice-President. A new President Pro Tempore shall be elected at the next Student Senate meeting. Other Executive Board vacancies shall be appointed by the QSA President (see Powers and Duties, Article II, Section I, Part B, 1e).

#### **Section II: QSA Executive Board Committee**

##### **A. Activities Program Council (APC)**

###### **1. Membership**

- a. Shall consist of student representatives for each line item in the QSA/APC budget as accepted by the QCC Student Activities Association, Inc.
- b. Vice-Presidents of QSA Student Groups are the appointed representatives to APC
- c. The Vice-President for Part-time Students shall serve as a co-chairperson of the APC.

###### **2. Powers and Duties**

- a. The APC shall be a body operating within the framework of the QSA Executive Board, whose sole purpose is to plan, coordinate, and administer a full, social, cultural, and recreational program for the QSA.
- b. The APC shall adopt bylaws and may thereafter amend their bylaws by the affirmative vote of a majority of its members. These bylaws shall govern its operation and procedure.

###### **3. Meetings**

- a. Meetings of the APC shall be held at least twice per month during the regular academic year when classes are in session. When necessary, more frequent meetings may be held. Emergency meetings may be called by the Programming Vice-President or Vice President for Part-time Students with approval of the QSA President or by a majority of the APC.
- b. All meetings will be held in the QSA President's Conference Room unless announced otherwise. APC members shall be notified at least one week in advance of all regular meetings and at least 24 hours in advance of emergency meetings.
- c. All APC meetings shall be open to members of the QSA. The full privileges of discussion at an APC meeting may be extended to all QSA members at the discretion of the Programming Vice-President, but voting privileges must at all times be reserved for the council members.

##### **B. Allocating Committee**

###### **1. Membership**

- a. There shall be an Allocating Committee composed of seven (7) members, two of whom shall be the QSA Treasurer as chairperson, and the QSA Administrative Vice-President, two of whom shall be Student Senators designated by a majority vote of the Student Senate, and the remaining three of whom shall be students elected at large.
- b. If three students at large are not elected at the time of elections, or if any member of the Committee is unable to serve due to resignation or impeachment, then such positions shall be filled by QSA Presidential appointment, subject to student senate approval.

## **2. Powers and Duties**

- a. The Allocating Committee shall have the sole authority to make allocations of student monies, which shall become effective if not vetoed by the President (see Article II, Section I, Part B, 1H).
- b. The Allocating Committee shall adopt bylaws and may amend their bylaws by the affirmative vote of a majority of its members. These bylaws shall govern the operation and procedure of the committee.

## **3. Meetings**

- a. Meetings of the Allocating Committee shall be held at least once per semester during the regular academic year. This meeting shall take place as soon as feasible following the deadline for submission of club packets. When necessary more frequent meetings may be held. Emergency meetings may be called by the QSA Treasurer with approval of the QSA President or by a majority of the Allocating Committee.
- b. All meetings must be held on the college campus. Allocating committee members shall be notified at least one week in advance of all regular meetings and at least 24 hours in advance of emergency meetings.
- c. Allocating committee meetings shall be open to all day members of the QSA. The full privileges of discussion at an Allocating Committee meeting may be extended to all QSA members at the discretion of the Treasurer, but voting privileges must at all times be reserved for the allocating committee members.

## **Section III: Student Senate**

### **A. Membership of Student Senate**

1. The voting membership of the Student Senate shall be determined as follows:
  - a. Voting members shall include at least ten (10) but no more than twenty (20) Student Senators elected by and from the student body at large, and one (1) Student Senator elected by and from each QSA Student Group. No Student Senator shall be an officer of any QSA Student Group.
2. The Parliamentarian and Executive Secretary shall be non-voting members.
3. No member of the Student Senate may be an officer of any QSA Student Group. No QSA Student Group elected Senator may be elected from more than one QSA Student Group. A Student Senator elected by the student body at large may NOT also be a Student Senator elected from a QSA Student Group.



4. All Student Senators must meet the Elections and Qualifications set forth in Section VI, Part B of this constitution.

**B. Powers and Duties:**

**1. Student Senators**

- a. It shall be the primary function of the QSA Student Senate to monitor the work of the Executive Board.
- b. At their first meeting of the academic year, the Student Senate shall elect, by a majority vote, the President Pro Tempore.
- c. Shall ratify QSA Student Groups, based on the recommendations of Student Group Ratification Committee, for one Academic Year.
- d. Each eligible Student Senator must serve as a student representative on an Academic Senate Committee.
- e. Student Senators shall attend all meetings of the Student Senate consistent with the rules of attendance set forth in their bylaws.
- f. Shall consult with and make proposals to College committees as well as the administration and faculty in matters concerning the students.
- g. Shall adopt bylaws that are deemed necessary for proper functioning and may thereafter amend their bylaws by the affirmative vote of a majority of its members. These bylaws shall govern its operation and procedure.
- h. Shall keep informed of the needs and interests of the student body, College, and community, and shall undertake and support projects which will serve these interests.
- i. May override a Presidential veto only by a super majority vote. A vote to override must take place within ten school days of the veto.
- j. Shall approve, by a majority vote, all Presidential appointments.

**C. Meetings of the Student Senate**

1. Regular meetings of the Student Senate shall be held at least twice per month during the academic year when classes are in session. When necessary, more frequent meetings may be held. Emergency meetings may be called by the Executive Vice-President with approval of the QSA President or by a majority of the Student Senate.
2. All Student Senate meetings shall be held on the College campus in the Student Union Conference Room. Student Senators shall be notified at least one week in advance of all regular meetings and at least 24 hours in advance of emergency meetings.
3. All Student Senate meetings shall be open to members of the QSA. The full privileges of discussion at a Student Senate meeting may be extended to all QSA members at the discretion of the Student Senate, but voting privileges must at all times be reserved for the members of the Student Senate.

**D. Voting Procedures and Standards**

1. Must follow at least the minimum procedural requirements as outlined in Article I, Section IV of this constitution.
2. Quorum for all Student Senate meetings shall follow the minimum procedural requirements as outlined in Article I, Section IV, Part A, of this constitution.
3. All motions shall require an affirmative majority vote in order to pass.

4. Parliamentary Procedure shall be observed.

## **Section IV: Committees of the Student Senate**

### **1. Standing Committees**

- a. Student Group Ratification Committee – This committee shall be comprised of the Administrative Vice-President (who shall serve as chairperson) and five (5) Student Senators who were elected by and from the student body at large (vacancies appointed by the Executive Vice-President). This committee reviews the proposed new/amended constitutions and paperwork of all QSA Student Groups and makes recommendations to the Student Senate for ratification.
- b. Constitutional Review and Revision Committee – This committee shall be comprised of the President Pro Tempore who shall serve as chairperson and five (5) Student Senators (vacancies appointed by the Executive Vice-President). This committee reviews the QSA Constitution annually in order to assure that it remains effective and meaningful. Any proposed amendment must be approved by the Student Senate to be placed on the ballot as a referendum.  
*(See ARTICLE II Section VIII: Procedure for Amendment.)*

### **2. Special Committees**

- a. May be created by the Student Senate to fill the needs of the student body.
- b. A request from a majority of Student Senators shall be grounds to form a Special Committee.
- c. Any Special Committee existing for three (3) consecutive semesters shall be considered for adoption as a Standing Committee by the Student Senate.

## **Section V: Judicial Board**

### **A. Membership**

1. There shall be five (5) students on the Judicial Board, all of whom shall be elected from and by the students at large.
2. If vacancies exist, the QSA Executive Board shall appoint students to serve on the Judicial Board, subject to Student Senate approval.
3. Judicial Board members must not be Student Senators or QSA Executive Board members.

### **B. Powers and Duties**

1. Chairperson
  - a. Shall be a student elected by a majority of the Judicial Board.
  - b. Shall call and preside over all meetings of the Judicial Board.
  - c. Shall be responsible for the printing and distribution of all proceedings and decisions reached by the Judicial Board.
2. Powers and Duties
  - a. Shall hear a case when a written request, directed to the Judicial Board, is received by the QSA Secretary.

- b. Shall interpret the Constitution as it is set forth by the Queensborough Student Association.
- c. Shall hear appeals from QSA Student Groups on decisions that have been made by the Student Senate or QSA Executive Board.
- d. Shall supervise the procedure in which amendments to this constitution are made.
- e. Shall serve as an impeachment board in hearing cases for removal from office as follows:
  - 1) Upon receipt of a complaint signed by at least fifteen (15) Student Senators or at least one hundred (100) members of the QSA, charging a Student Association officer with dereliction of his/her duties or malfeasance in office, the Judicial Board shall convene.
  - 2) The Judicial Board shall fully examine all evidence and testimony with the various parties directly involved.
  - 3) After considering all testimony, the Judicial Board shall, by secret ballot, reach a decision.
  - 4) A decision to hold an impeachment hearing shall require a unanimous vote of the entire Judicial Board. A vote to impeach requires a super majority vote of the entire Judicial Board. If a member of the Judicial Board is charged pursuant to Article II, Section VI, Part B2, e1, the same procedures shall apply, except that a decision to impeach shall require a unanimous vote of the remaining Judicial Board members.
  - 5) Judgment shall not exceed removal from office.

## **Section VI: Elections and Qualifications**

### **A. Procedure**

1. A Student Election Review Committee (SERC) shall be nominated by the Student Senate and appointed by the College President (NOT the QSA President) to regulate election activities.
2. No member of SERC may run for office.
3. Campus-wide QSA Elections shall be held by secret ballot and candidates receiving the highest number of votes shall be elected.
4. To have a name placed on the ballot, a candidate must file a nomination petition with the Student Activities Office. The petition requires signatures of twenty-five (25) Queensborough Student Association members.
5. The term of office shall commence July 1 and expire on June 30 of the following year.
6. Elections must be held before May 1<sup>st</sup>
7. To be elected to a position, a student must receive a minimum of ten (10) votes.

### **B. Qualifications and Maintenance of QSA Office**

1. Any member of the QSA may run for an elected position except those who have resigned or have been impeached from a QSA office in the past.
2. For the **Office of Student Government President**, each semester a student is running or holding office, whether by election, appointment, or ex-officio status, the President:
  - a. Must be a registered student at Queensborough Community college.
  - b. Must be matriculated at Queensborough Community College.

- c. Must have a minimum cumulative GPA of 2.50\* to run for the elected position of President and/or to be named or appointed to the position and must maintain a minimum cumulative GPA of 2.50\* while holding office.
- d. Must have completed a minimum of 12 college credits and/or equated credits to petition for the position of President.
- e. Must carry a minimum of 12 college credits and/or equated credits while holding office.
- f. Must not hold office for more than six (6)\*\* semesters (not necessarily consecutive semesters).
- g. Must have completed and earned passing grades (i.e., A, B, C, D) in at least 50 percent of the credits for which he/she registered the prior semester at Queensborough Community College, but in no event less than 3 credits. If more than 50 percent of the credits attempted is either F, W, WU, INC, ABS, etc., he/she is no longer eligible to hold office in the QSA.

*\* According to the CUNY Board of Trustees requirements, Student Government Presidents must carry a minimum GPA of 2.5 to hold office. This supersedes prior QSA Constitutional requirements.*

3. To run for an elected position, or while holding elected or appointed positions in QSA Student Government, for the **Offices of Executive Vice President, Administrative Vice President, Programming Vice President, Treasurer<sup>1</sup>, President Pro Tempore, Parliamentarian, and Executive Secretary**, a student must meet the following academic qualifications:
  - a. Must be a registered student at Queensborough Community college.
  - b. Must be matriculated at Queensborough Community College.
  - c. Must have a minimum cumulative GPA of 2.25 to run for an elected position or a GPA of 2.0 to be named to an appointed position and must maintain a minimum cumulative GPA of 2.0 while holding office.
  - d. Must have completed a minimum of 12 college credits and/or equated credits to petition for an elected position.
  - e. Must carry a minimum of 12 college credits and/or equated credits while holding office.
  - f. Must not hold office for more than six (6)\*\* semesters (not necessarily consecutive semesters).
  - g. Must have completed and earned passing grades (i.e., A, B, C, D) in at least 50 percent of the credits for which he/she registered the prior semester at Queensborough Community College, but in no event less than 3 credits. If more than 50 percent of the credits attempted is either F, W, WU, INC, ABS, etc., he/she is no longer eligible to hold office in the QSA.
  
4. To run for the elected positions of **Vice President for Evening Students and Vice President for Part-time Students** in the QSA Student Government, or to hold office for any QSA Student Group, a student must meet the following academic qualifications:

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<sup>1</sup> *Note:* Treasurer must have completed a Principles of Accounting course or served for one year on the QSA Allocating Committee.

**\*\***According to the CUNY Board of Trustees (BOT) revision made to the “Student Leadership Eligibility Guidelines” at the June 27, 2016 BOT Meeting. This supersedes prior QSA Constitutional Guidelines.

- a. Must be a registered student at Queensborough Community College.
- b. Must be matriculated at Queensborough Community College.
- c. Must have a minimum cumulative GPA of 2.25 to run for elected position and must maintain a minimum cumulative GPA of 2.0 while holding office.
- d. Must have completed a minimum of 12 college credits and/or chargeable hours (*students documented with disabilities may be enrolled for a minimum of six (6) college credits and/or chargeable hours*) to petition for an elected position.
- e. Must carry a minimum of six (6) college credits and/or chargeable hours while holding office.
- f. Must not hold office for more than six (6)\*\* semesters (not necessarily consecutive semesters).
- g. Must have completed and earned passing grades (i.e., A, B, C, D) in at least 50 percent of the credits for which he/she registered the prior semester at Queensborough Community College, but in no event less than 3 credits. If more than 50 percent of the credits attempted is either F, W, WU, INC, ABS, etc., he/she is no longer eligible to hold office in the QSA.

### **C. Student Nursing Association (SNA)**

In recognition of the unique circumstances of SNA members, the SNA officers and Student Senator need only be enrolled for a minimum of five (5) college credits while holding such office. For all other QSA offices, SNA members must meet the qualifications set forth in Article II, Section VI, Part B of this constitution.

### **C. QSA Student Group Officer<sup>2</sup> Qualifications**

To be an officer of a QSA Student Group the following academic qualifications must be met:

- a. Must be a registered student at Queensborough Community College.
- b. Must be matriculated at Queensborough Community College.
- c. Must have a minimum cumulative GPA of 2.0 to hold office.
- d. Must have completed a minimum of twelve (12) college credits and/or equated credits.
- e. Must carry a minimum of six (6) credits and/or chargeable hours while holding office.
- f. Must have completed and earned passing grades (i.e., A, B, C, D) in at least 50 percent of the credits for which he/she registered the prior semester at Queensborough Community College, but in no event less than 3 credits. If more than 50 percent of the credits attempted is either F, W, WU, INC, ABS, etc., he/she is no longer to hold office for a QSA Student Group.

## **Section VII: Procedure for Amendment of this Constitution**

### **A. Procedure 1**

1. The proposed amendment must be introduced at a meeting of the Student Senate by the Constitution Review and Revision Committee.
2. Copies of the proposed amendment will be distributed to all Student Senators at this meeting.

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<sup>2</sup> Note: Club Senators may not serve as club senator for more than 6 semesters.

\*\*According to the CUNY Board of Trustees (BOT) revision made to the "Student Leadership Eligibility Guidelines" at the June 27, 2016 BOT Meeting. This supersedes prior QSA Constitutional Guidelines.

3. The Student Senate shall vote to approve or reject the amendment at the following meeting.
4. The Student Senate must pass the proposed amendment by a super majority vote of membership in attendance.
5. If the Student Senate approves the proposed amendment, it shall be presented to the QSA on referendum during the QSA Election.
6. The QSA then votes on the proposed amendment. A majority of votes shall decide.
7. The Student Election Review Committee (SERC) shall supervise such voting and judge the returns.

**OR**

**B. Procedure 2**

1. A petition containing the full text of the proposed amendment must be signed by at least ten percent (10%) of the members of the QSA.
2. The proposed amendment will be presented to the QSA on referendum during the next QSA Election.
3. The QSA will then vote on the proposed amendment. A majority of the votes cast will decide.
4. The Student Election Review Committee (SERC) shall supervise such voting and judge the returns.

**ARTICLE III**

**Section I: Initiative**

The student members of the QSA shall have the right to override any action(s) adopted by the Student Senate or QSA Executive Board, and in addition, shall have the right to seek legislation or the allocation of funds as set forth herein.

**Section II: Procedure**

Any such action shall be initiated by securing the signatures of ten percent (10%) of the student members of the QSA. Said petition shall set forth in exact words, the action sought. Upon the presentation of such a petition to the College President, he or she shall be required to make arrangements for the holding of a general election in conformance with the rules governing general elections within thirty (30) days after receipt of said petition. If, at said election, the proposed action is adopted by a majority of those voting in the election, then the proposed action shall be adopted and the appropriate persons and bodies shall be required to implement the said action.