

# The Constitution of the Earlham College Student Government

## The Earlham Student Government Constitution

### Preamble

Student participation in College Governance is crucial because students bring a perspective that is imperative to the decision making process on matters which affect the student body and college community as a whole. Using a process of advising, consulting and seeking consensus – both within the Earlham Student Government, as well as in interactions with the student body, administration, faculty and staff- students have the opportunity to participate in the College Governance Structure, and thus help shape the Earlham community.

The main duties of the Earlham Student Government are as follows:

- To represent the student body in the College Governance Structure and serve as a communications link between students and the various bodies within that structure.

- To seek student opinion to either channel it to the appropriate college committee, or to use it to make informed decisions on campus policy recommendations when delegated such authority.

- To provide a setting in which various student leaders within the Earlham Student Government can communicate with one another, formulate policy recommendations on community issues, and make decisions that affect the processes of the Earlham Student Government.

- To provide and/or fund student activities and services.

- To follow the Principles and Practices that shape and sustain the Earlham College Community, which include respect for persons, integrity, simplicity, peace and justice and the Quaker tradition of consensus decision-making. The Earlham Student Government uses these Principles and Practices to guide their decisions in the political arena. They are never guided by political partisanship.

The Students of Earlham College, fully aware of what precedes, and in order to achieve the purposes of **THEIR** Government, adopt what follows.

Article I: *The Earlham Student Government (ESG)*

The present Constitution hereby establishes the Earlham Student Government as the primary representative body of the students in the Earlham College Community. The Constitution is the fundamental guide for the ESG. When in conflict, the Constitution takes precedence over all other recognized Fundamental Texts of the Earlham Student Government.

Article II: *Representation of Students by the Earlham Student Government*

Within the Earlham College Governance Structure, the Earlham Student Government is responsible for the representation of the Earlham College student body as a whole. When an action is taken by the ESG, that action is taken in the name of all Earlham College students.

Therefore, it is the responsibility of all Earlham College students to understand the processes set forth by the present Constitution, because it is the Constitution that guides the Earlham Student Government as they represent the student body within the Earlham College Governance Structure. These processes are described in the subsequent articles.

## **Section I: Structure of the Earlham Student Government and the Functions of its Bodies**

Article III: *The Cabinet*

The Cabinet is the primary decision making body of the Earlham Student Government, and it is composed of the Co-Presidents of the Student Body, the Vice President of Nominations, the Vice President of Communications, the three (3) at large Student Delegates to the Committee on Campus Life, the Student Organizations Council (Co-) Convenor(s), the Secretary of Finance, the Recording Clerk, and the Student Activities Board (Co-) Convenor(s). They are all **elected** members of the ESG who hold the responsibility of participating in the consensus process of the Cabinet.

The Cabinet functions to bring **elected** members from the various branches of the Earlham Student Government together to communicate, hold each other mutually accountable for the activities taken by their specific branches, and make decisions that affect the processes of the Earlham Student Government. The Cabinet, on occasion, also makes decisions on issues and policy recommendations that affect the student body and the Earlham community as a whole, but only when delegated such authority by college committees. When a community issue or policy recommendation comes before the Cabinet, the Cabinet can take one of two decision-making actions. The first, and more common action is to gather the necessary student opinion and use it to make a consensus decision within the Cabinet. The second action occurs only when the Cabinet encounters

an issue or policy recommendation where the approval of the student body seems more appropriate than the Cabinet making the decision alone. In such cases, a Decision Making All Student Meeting, as described in article XXVII, is in order.

Along with a weekly meeting where all members are present, frequent and full communication between members of the Earlham Student Government Cabinet is a necessity.

Article IV: *The Student Executive Council (SEC)*

The Student Executive Council is composed of The Co-Presidents of the student body, The Vice President of Nominations and The Vice President of Communications. They are all **elected** members of the Earlham Student Government who hold the responsibility of participating in the consensus process of the Cabinet.

The Co-Presidents work in tandem to assure that all branches of the Earlham Student Government act in concert. The primary duties of the Co-Presidents are convening the ESG Cabinet and co-convening the Committee on Campus Life with the Dean of Student Development. As the primary representatives of the ESG and of the student body as a whole, it is also the responsibility of the Co-Presidents to help organize and to lead All Student Meetings.

The Vice President of Nominations appoints student representatives to existing college committees and ensures the appointment of students when new committees are formed. The Vice President of Nominations is also responsible for initiating all election processes and is a student representative to the Committee on Campus Life who holds the responsibility of participating in the CCL consensus process.

The Vice President of Communications facilitates communication between student government and college committees with student representatives. This entails maintaining an active relationship with all student appointees and keeping the cabinet up to date on the status of college committees. The Vice President of Communications is also a student representative to the Committee on Campus Life who holds the responsibility of participating in the CCL consensus process.

Article V: *Student Delegates to the Committee on Campus Life (SDCCL)*

Student representation to the Committee on Campus Life is ensured by three (3) at large Student Delegates to the CCL, who collect student opinion and concerns relevant to community life, and voice these opinions before both the CCL and the ESG Cabinet. Student Delegates to the CCL are **elected** members of the ESG who hold the responsibility of participating in the consensus process of the Cabinet, as well as in the consensus process of the CCL.

In addition to the three (3) at large Student Delegates, other student representative to the Committee include one of the Earlham Student Government Co-Presidents (co-convenor of the Committee on Campus Life), both of the ESG Vice Presidents, the Secretary of

Finance, and the Recording Clerk (who is the sole member of the CCL who may not participate in the consensus process of the CCL).

The Student Delegation and the other student representatives to the Committee on Campus Life interact with the Dean of Student Development (co-convenor of the CCL), faculty and administration designated by the Faculty Nominating Committee, and one hourly staff member, to advise the Office of Student Development on all aspects of co-curricular life. They review and make recommendations on all policies related to housing, campus communications, student activities, health and wellness, campus safety, student conduct and food service, and convene All *Campus* Meetings when appropriate. They also review and amend the Community Principles and Practices, subject to participation and action by the faculty and the Board of Trustees.

Article VI: *The Student Organizations Council (SOC)*

The Student Organizations Council functions along the SOC Guidelines, which are hereby recognized as an official Earlham Student Government Fundamental Text.

The Student Organizations Council attends to the management of student organizations and is

composed of the (Co-) Convenor(s) of the SOC, the Secretary of Finance who monitors the budgets of all SOC recognized organizations, and four (4) student representatives

**appointed** by the Vice President of Nominations. The SOC (Co-) Convenor(s) and the Minister

of Finance are **elected** members of the ESG who hold the responsibility of participating in the consensus process of the Cabinet, and in the consensus process of the SOC.

Student Organizations Council is the branch of the Earlham Student Government that allocates funds (derived from student activity fees) to student organizations on campus. The SOC grants recognition to student organizations, determines the amount of funding each receives and oversees all activities financed through those funds. The SOC funding process happens twice an academic year, once during each semester. The SOC also holds a meeting within the first three (3) weeks of each semester to prepare student organizations for the upcoming semester. All convenors of organizations recognized by the SOC must be present at that meeting.

No **elected** member of the Earlham Student Government may serve as a convenor or business manager of any student organization recognized by the Student Organizations Council. They can, however, be members of student organizations recognized by the SOC.

Article VII: *The Secretary of Finance*

Supervising the financial aspect of the Earlham Student Government is the Secretary of Finance who manages the operating budgets for the Cabinet and the Student Organizations Council, works with the Director of Student Activities to oversee the

organizational budget, and regularly updates the Cabinet of the overall financial status of the Earlham Student Government. The Secretary of Finance is an **elected** member of the ESG who holds the responsibility of participating in the Cabinet consensus process. The Secretary of Finance also serves on the Student Organizations Council and is a student representative to the Committee on Campus Life who holds the responsibility of in the consensus process of the CCL and in the consensus process of the SOC.

Article VIII: *The Recording Clerk*

The recording clerk is responsible for accurately documenting, publicizing, and archiving all processes that occur within the Earlham Student Government Cabinet, the Committee on Campus Life, and All Student Meetings. The Recording Clerk is also responsible for managing all ESG Official Documents and is an **elected** member of ESG who holds the responsibility of participating in the consensus process of the Cabinet, but **not in the consensus process of the CCL**.

Article IX: *The Student Activities Board (SAB)*

The Student Activities Board functions along the guidelines set in the SAB Constitution, which is hereby recognized as an official Earlham Student Government Fundamental Text.

The Student Activities Board is the branch of the Earlham Student Government that provides social and cultural activities for the student body and acts as a source of funding to petitioning groups or individuals organizing campus activities. The membership of the Student Activities Board is constituted along the lines of the SAB Constitution. The (Co-) Convenor(s) of the SAB is an **elected** member of Student Government who holds the responsibility of participating in the consensus process of the Cabinet, and the consensus process of the SAB.

Article X: *Auxiliary Members of the Earlham Student Government*

The Earlham Student Government includes Auxiliary members **appointed** by the Student executive Council. The Public Relations Officer and the Webmaster are such Auxiliary members whose roles are **compulsory** to the proper functioning of the Earlham Student Government. If duties not previously delegated to any other member of the ESG need to be carried out, additional auxiliary members may be appointed at any time to fulfill those duties. Auxiliary members are not required to attend cabinet meetings unless otherwise invited by cabinet. In such cases, Auxiliary members may not participate in the consensus process of the Cabinet.

Article XI: *Student Representatives to College Committees (SRCCs)*

Student representatives to college committees play an integral part within the Earlham governance structure. They are **appointed** by the Vice President of Nominations, and it is their duty to represent the student body fairly and accurately as they cooperate with faculty, administration, staff, and other students to complete committee work. Student Representatives on College Committees must complete monthly reports that detail the status of their committee, particularly, but not exclusively, regarding the progress of any policy recommendations that will eventually be up for community approval. These

reports must be submitted to the Vice President of Communications who is responsible for sharing this information with the Cabinet and then making it available to the student body.

Article XII: *The Residence Life Student Governance Structure*

The Earlham Student Government structure recognizes the significance of the Residence Hall Student Governments, elected under the supervision of and according to guidelines set by the Office of Residence Life.

These governments function under a joint supervision of both the Office of Residence Life, and the Earlham Student Government, via the Committee on Campus Life Student Delegates. Members of Residence Hall Governments are responsible for expressing student concerns, on a bimonthly basis, to the CCL Student Delegation. These concerns are then presented by the CCL Student Delegation to the Cabinet, and, when appropriate, to the CCL itself.

Article XIII: *Fundamental Texts of the Earlham Student Government*

Fundamental Texts are documents recognized by the present Constitution as essential to the proper functioning of the various bodies within the Earlham Student Government. These Fundamental Texts are recognized in Articles VI, IX, and XIV. When in conflict, the Constitution takes precedence over all other recognized Fundamental Texts of the Earlham Student Government.

Article XIV: *The Operations Manual*

The present Constitution hereby establishes the Official Operations Manual, as a Fundamental Text of the Earlham Student Government. The Operations Manual describes the duties of each member of the ESG in more detail than the overview provided by the Constitution. The Operations Manual also provides a record of past ESG experiences with the purpose of aiding future student governments as they navigate through the intricacies of the College Governance structure.

Each and every fall semester a sub-committee of **elected** members shall be formed by the Earlham Student Government Cabinet to review and, if necessary, revise the Operations Manual.

Article XV: *Official Earlham Student Government Documents*

Official Documents of the Earlham Student Government serve as written evidence of the ongoing processes within the ESG, as well as between the ESG and the overall Earlham College Governance Structure.

All approved minutes taken by the Recording Clerk are Official Documents of the Earlham Student Government. These minutes shall be made public to the Earlham community and then a copy shall be filed in the ESG archives for future reference.

All appointed officers of the Earlham Student Government shall be given appointment letters, signed by the officer(s) who appoints them. These letters are Official Documents of the ESG and a copy shall be filed in the ESG archives for future reference.

All documents signed in the name of the Earlham Student Government with approval by consensus of the Cabinet, are considered ESG official documents and a copy shall be filed in the ESG archives for future reference.

The Cabinet shall issue monthly written statements detailing all major occurrences within, and decisions taken by, the Earlham Student Government. This includes, but is not limited to, the results of all elections and referendums. All of these statements are Official Documents of the ESG. These statements shall be made public to the Earlham community and a copy shall be filed in the ESG archives for future reference.

When delegated such authority, the Earlham Student Government makes decisions on issues and policy recommendations of great importance to the Earlham Community. Such decisions shall be put in writing, made public to the Earlham community, and then a copy shall be filed as Official Documents in the ESG archives for future reference.

All Official Documents shall be made available to the inquiring party upon written request.

## **Section II: Designation Processes for the Different Earlham Student Government Bodies**

Article XVI: *Elections within the Earlham Student Government*  
Fall and spring semester elections take place in the last six (6) weeks of each semester but no later than three (3) weeks before the last class day of that semester.

Under the guidance of the Vice President of Nominations, the Cabinet appoints a group of **elected** members to an election sub-committee to manage the election booths, count the ballots, and supervise the publicity and other logistics of the election according to the guidelines that follow in Articles XVII through XXIII. Those seeking election may not be members of the election sub-committee.

Article XVII: *Nominating Candidates for Election*  
All potential candidates must complete nominating petitions that require the signature of at least 25 Earlham students who support their candidacy for a specified office. If the position they wish to run for is a shared position in which they are planning to co-convene or run as a group, all potential candidates must complete separate nominating petitions.

In addition to completing nominating petitions, all potential candidates should submit a photograph and a short biography of themselves detailing any personal experiences that they believe qualify them for a role within the Earlham Student Government. Included in this biography should also be a description of any goals or visions the candidate has for the Earlham Student Government as well as for the college community as a whole. This document should be no longer than a page, and should be displayed with the candidates picture next to the voting booth whenever voting is taking place.

Petitions, biographies, and photographs are due to the Earlham Student Government office by noon five days before the election and will not be accepted after this time.

If at noon five days before the election, there are not at least two petitions for each office, the nomination process is extended until noon three days before the election for the office and the election sub-committee should publicize the need for additional nominations. If after this extension there is still only one candidate for a particular office, elections shall proceed as normal.

Write-in candidates are accepted, but only during the initial election and not in any subsequent election that may follow. Students may declare a write-in campaign at any time after the election sub-committee stops accepting petitions by notifying student government. A list of declared write-in candidates should be posted at the election booth.

If there are no potential candidates for a given office after the extended application period, the deadline shall then be extended one full week and the elections shall take place three days after this deadline. After this deadline, at least one candidate is needed for each office for the elections to proceed as normal. If at this time, still no students have applied for candidacy in a particular office, elections shall proceed but that office shall be omitted from the ballot. Upon taking office, the Student Executive Council shall then appoint, with the consensus approval of all other members of the Cabinet, the appropriate student(s) to fill all vacant roles. If no students have applied for candidacy for the SEC, the administrative advisors to the Earlham Student Government shall use their discretion to appoint students to the SEC positions. All of these appointees shall have the same status as if they were designated through normal elections.

Article XVIII: *Voting Procedure*

Each Earlham student may complete only one ballot per election.

Except to cast their votes, candidates are not allowed within a 15-foot radius of the election table.

All ballots include two (2) voting options: "confidence," or "no confidence." Voters may vote "confidence," or "no confidence," for more than one candidate running for the same position.

Candidates are only **eligible** for election if 10% of all Earlham students on campus submit a vote in their name, whether "confidence" or "no confidence."

In multi-candidate races, the candidate **eligible** for election with the highest number of "confidence" votes, whose "confidence" votes exceed their "no confidence" votes, is thereby elected.

If there is only one candidate **eligible** for a position, and their "confidence" votes exceed their "no confidence" votes, they are thereby elected.

If all candidates running for a specific office have fewer than ten (10) percent of all Earlham students on campus submit a vote in their name, or if all of the candidates "no confidence" votes exceed their "confidence" votes, another election shall occur within one week of the previous election. If the semester ends without a candidate being designating by election, the vacant office shall be filled by appointment, following the processes set forth in the last paragraph of Article XVII.

Any infraction of these rules should be brought to the attention of the Cabinet no later than three days after the election. If any election is invalidated, a new election will be held within one week of the preceding election. The election shall be among the same candidates.

Article XIX: *Status of Newly Elected Student Government Members*  
Newly elected members sit in on all of the Cabinet meetings for the rest of the semester in which they were elected as silent observers who are not a part of the consensus process. The elected representatives take office at the beginning of the semester following the one in which they have been elected.

Article XX: *The Election Process for the Student Executive Council*  
All of the Student Executive Council members are elected on a **single ticket**, during the fall semester, following the Process set in Articles XVI through XIX of the Present Constitution. They **serve for the following calendar year**.

Article XXI: *The Election Process for the SOC Convenor and the Secretary of Finance*  
The Student Organizations Council Convenor and the Secretary of Finance are elected **on individual tickets**, during the fall semester, following the process set in Articles XVI through XIX of the Present Constitution. They **serve for the following calendar year**.

Article XXII: *The Election Process for the CCL Student Delegation and the Recording Clerk*  
The three (3) at large Committee on Campus Life Student Delegates and the Recording Clerk are elected **on individual tickets**, during the spring semester, following the process set in Articles XVI through XIX of the Present Constitution. They **serve for the following academic year**.

Article XXIII: *The Election Process for the SAB Convenor*  
The Student Activities Board Convenor is designated, according to the Student Activities Board Constitution, an official fundamental text of the Earlham Student Government, recognized by this Constitution in Article IX.

Article XXIV: *The Appointment Process for Student Representatives to College Committees*

Student Representatives to College Committees are **appointed** by the Vice President of Nominations after completing an application and submitting it to the Earlham Student Government. Each appointment must then be approved by consensus of the Student Executive Council before the applicant takes office. All approved appointments must be reported to the Cabinet at the subsequent Cabinet meeting. Student Representatives to College Committees **serve for up to two (2) years**, beginning at the time of their appointment and may be re-appointed after their term ends. If their term expires before the completion of a semester, they serve until the end of that semester, even if this exceeds the two (2) year term limit.

Article XXV: *The Appointment Process for Auxiliary Members of the Earlham Student Government*

All Auxiliary Members of the Earlham Student Government are **appointed** by a consensus of the members of the Student Executive Council. **Compulsory** Auxiliary members, as defined in Article X, should be appointed within two weeks of the SEC taking office. The SEC may appoint them without broader consultation from the Cabinet. However, before the SEC appoints any additional Auxiliary Member to the ESG, the Cabinet must first approve those appointments by consensus. Auxiliary Members **serve from their time of appointment until the end of the term of the incumbent SEC.**

### **Section III: Informative and Decision Making All Student Meetings**

Article XXVI: *Informative All Students Meetings (IASMs)*

Informative All Student Meetings occur at least twice per semester. At least one must occur  
during the first half of the semester and at least one must occur during the second half of the  
semester.

The primary purpose of Informative All Student Meetings (IASM) are to initiate direct communication between the Earlham Student Government and the Earlham student body about current issues in the College Governance Structure. All members of the ESG, including the Student Representatives to College Committees, shall be present at all Informative All Student Meetings. Student opinion about those issues, and on any other issues of concern, are collected and channeled by the Cabinet to the appropriate college body or is used by the Cabinet to make decisions that affect the processes of the ESG. IASM is one of the ways through which students may express their views and concerns to the ESG.

For each Informative All Student Meeting, The Cabinet creates an IASM sub-committee convened by one, or both, of the Co-Presidents. The sub-committee shall organize the meeting,  
reserve an appropriate space where it can be held, supervise publicity for the meeting,  
and make  
all other necessary arrangements. The Co- President(s) who convened the IASM sub-committee  
shall also convene the IASM itself.

Article XXVII: *Decision Making All Student Meetings (DASMs)*

When the cabinet encounters an issue or policy recommendation where it deems the approval of the student body is more appropriate than the Cabinet making the decision alone, a Decision Making All Student Meeting shall occur. A DASM sub-committee is then created that is responsible for reserving an appropriate space where the meeting can be held, supervising publicity for the meeting, making all other necessary arrangements, and organizing the meeting as follows:

The Decision Making All Student Meeting is convened by one, or both, of the Co-Presidents with assistance from the DASM sub-committee.

All members of the ESG shall be present at the Decision Making All Student Meeting.

The Decision Making All Student Meeting sub-committee first presents an overview of the issue or policy recommendation up for approval to the members of the student body present at the DASM.

The convenor(s) of the Decision Making All Student Meeting states the time limit for the discussion period, previously set by the DASM sub-committee before the meeting.

The floor is then opened for discussion under moderation from the convenor(s) of the Decision Making All Student Meeting.

After time has expired for the period of discussion, or at any time the discussion has subsided, the convenor(s) shall assess whether the student body is ready to proceed to a decision making process. If the convenor(s) feels the student body is not ready to proceed to a decision making process, time is extended at the discretion of the convenor(s). If after this time extension the convenor and the DASM sub-committee feel that the student body is still not ready to proceed to make a decision, they may either extend the time again to a length of their discretion, or they may call the meeting to an end. If they choose to end the meeting, the final decision shall instead be made by a consensus of the Cabinet at their next meeting. The convenor(s) shall make this announcement to the student body before adjourning the meeting.

If the convenor(s) feels the body is ready to proceed to make a decision, the convenor(s) ends the discussion period and begins the consensus process. The decision made by the student body in the consensus process thereby becomes the official decision of the Earlham Student Government Cabinet. The Cabinet shall then endorse this decision in an Official Document that is made public to the Earlham community and a copy shall be filed in the Earlham Student Government Archives.

#### **Section IV: Vetoing a Decision of the Earlham Student Government Cabinet**

##### Article XXVIII: Grounds for a Student Veto

The purpose of granting student veto power, as well as the right to participate in All Student Meetings and the various voting procedures, is to hold the Earlham Student Government accountable to the Student Government Constitution, and therefore to the Earlham student body as a whole.

If any decision made by the Earlham Student Government Cabinet appears to be contrary to the proper duties, procedures, and processes described within the present Constitution, action to veto that decision can be initiated by any student within two (2) weeks from the time that the decision was made public. In accordance with the present Constitution, decisions made by the Cabinet contrary to the Principles and Practices of Earlham College are unconstitutional and therefore legitimate grounds for a student veto.

##### Article XXIX: Procedure for Completing a Student Veto

The party initiating the veto must submit to the Student Executive Council a petition signed by ten (10) percent of the student body on campus in support of the proposed veto. To determine how many signatures are needed for a valid petition, the number of students on campus can be found in the Registrar's Office.

When a valid petition for a veto has been submitted to the Student Executive Council, the Cabinet must organize a Decision Making All Student Meeting to take place within two (2) academic weeks from the time the valid petition was received by the SEC. The purpose of this meeting is to decide by consensus whether to carry out the veto, or to maintain the Cabinet's original decision.

If the students present at the Decision Making All Student Meeting carry out the veto of the Cabinet's decision, they shall then reach a consensus on an alternative decision at that same meeting. If the students present can not, or choose not to reach consensus on an alternative decision, an alternative decision shall be made by the Cabinet at their next meeting. If the students present can reach consensus on an alternative decision, the Earlham Student Government will then endorse the new decision made by the student body in an Official Document that is made public to the Earlham community and a copy shall be filed in the Earlham Student Government Archives.

#### **Section V: Procedure for Removing an Earlham Student Government Member from Office**

Article XXX: Removal of an Elected Earlham Student Government Officer  
Grounds for removal from office of any elected Earlham Student Government officer are neglect of normal duties and obligations (including regular attendance at meetings) and/or gross impropriety in executing duties of office. Any Earlham student may initiate dismissal procedures by filing a formal complaint to the Co-Presidents of the ESG. If the complaint is being filed by, or against, one of the Co-Presidents, the complaint should then be filed to the other Co-President. If one Co-President is filing a complaint against another, or the same grievance is being filed against both Co-Presidents simultaneously, the complaint should be filed to either of the Vice Presidents.

After a formal complaint has been filed, the officer subject to removal must participate in a mediation session composed of the party who filed the complaint and a third-party mediator. The mediator should be a person mutually acceptable to all parties. If any party is dissatisfied with the outcome of the mediation session, the matter is then brought to the subsequent Cabinet meeting, where all parties must be present. At this Cabinet meeting, consensus must be reached by all **elected** members on whether to remove or retain that officer. Neither the party filing the complaint, nor the party the complaint was filed against, may participate in this final consensus decision.

Article XXXI: Removal of an Appointed Earlham Student Government Officer  
Grounds for removal from office of any appointed Earlham Student Government officer are identical to the grounds for the removal of elected ESG officers as described in Article XXX. Any ESG member may initiate dismissal procedures by filing a formal complaint to the Co-Presidents of the ESG.

After a formal complaint has been filed, the appointed officer subject to removal must participate in a mediation session composed of the party who filed the formal complaint and a third-party mediator. The mediator should be a person mutually acceptable to all parties. If any party is dissatisfied with the outcome of the mediation session, the matter is brought to the subsequent Cabinet meeting, where all **elected** members must reach consensus on whether the officer should be removed from their position. Neither the officer subject to removal, nor the party that filed the complaint against them, may participate in the final consensus decision. If the officer subject to removal is a Student Representative to a College Committee, the faculty convenor of that committee may be present at the Cabinet meeting to participate in this consensus decision.

Article XXXII: Resignation Process for an Earlham Student Government Officer  
Decisions to resign by any member of the Student Government should be turned in to a member of the Student Executive Council and the Officer resigning should place a written announcement of their resignation on the Earlham Student Government bulletin board. This written resignation is an Official Document of the ESG and shall be filed in the ESG archives.

Article XXXIII: Procedure for Filling Vacancies within the Earlham Student Government

If an elected position becomes entirely vacant as the result of either a removal or a resignation, elections will take place according to normal procedure within two academic weeks of the vacancy. If a regularly scheduled election for the vacant office will occur in five academic weeks or less, the Cabinet may decide to fill the vacant office in the meantime by **appointment**. If a co-officer or officer in a duplicate role such as the Student Delegates to the Committee on Campus Life resigns or is removed, the remaining officer or officers may choose to call an election to fill the position, or may choose to proceed as normal despite the vacancy.

## **Section VI: Processes of Constitutional Changes**

### Article XXXIV: Amendments

Amendments to the present Constitution can be initiated at any time, by any Earlham College student. Proposed amendments are approved by consensus of the Cabinet before being presented to the student body in a referendum. The referendum must have a quorum of **150 voters**, and seventy-five (75) percent of those voting must vote in approval for the amendment to become an official modification to the Earlham Student Government Constitution. Due to the Earlham governance structure, amendments directly affecting the function of the Committee on Campus Life must also have the approval of the Faculty Meeting.

### Article XXXV: Establishment of a New Constitution

If at any time the Earlham Student Government Cabinet decides the present Constitution no longer serves as a functioning guide to any part of the Earlham Student Government, and amending the constitution alone will not repair these infractions, the present Constitution must be rewritten.

If the Cabinet decides to undertake the revision of the present Constitution, the Cabinet shall create a Constitutional sub-committee of **elected** members to draft the new Constitution. The final draft is then presented before Cabinet with the purpose of reaching an approval by consensus. After approval by the Cabinet, and in accordance with the College Governance Structure, the final draft of the new Constitution is presented for approval by consensus to the Committee on Campus Life. This is necessary because “Student Government and all student organizations and activities operate within the framework of policies and procedures approved by the Committee on Campus Life”, as stated by the Earlham Governance Document located in the Student Handbook.

If the Committee on Campus Life approves the new Constitution, it shall then be presented to the student body as a referendum. The referendum must have a quorum of **150 voters**, and a majority vote in approval of the new Constitution shall establish it as *the* Constitution of the Earlham College Student Government.

## **Section VII: Transitional Measures**

Article XXXVI: *The Incumbent Members of the Earlham Student Government*

The members of the Earlham Student Government whose terms exceed the date in which the present Constitution was approved, shall remain in their positions until the time their office is up for renewal, as determined in Section II of the present Constitution.

Where appropriate, members of the Earlham Student Government shall change their denomination in agreement with the present Constitution.

Article XXXVII: *Timeline for the Application of the Present Constitution*

The present Constitution shall become the primary Fundamental Text of the Earlham Student Government upon the date it is approved by the Earlham Student Body in a referendum.

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