

**THE BYLAWS OF THE  
OKLAHOMA STUDENT GOVERNMENT ASSOCIATION**  
(As amended by the OSGA Council of Student Presidents, January 2015)

**Section 1: TITLE**

This document shall be known and may be cited as The Bylaws of the Oklahoma Student Government Association.

**Section 2: INDEX**

This act shall be organized as follows:

Section 3	Function of the Bylaws
Section 4	Congressional Officers
Section 5	Committees
Section 6	Legislative Sessions
Section 7	Statutory and Parliamentary Authority
Section 8	OSGA Regions
Section 9	Legislation
Section 10	Executive Director

**Section 3.1: APPLICATION**

From the time of their adoption, the following Bylaws shall govern the conduct of the Oklahoma Student Government Association Congress (hereafter “Congress”) and the association as a whole.

**Section 3.2: PURPOSE**

These Bylaws shall provide the Oklahoma Student Government Association Congress with uniform, reasonable, and easily understood procedures. They shall balance the need to expedite business with the individual representative’s responsibility to adequately represent constituents. They shall seek to be as economical, clear, and useful as possible within their purpose.

**Section 3.3: AMENDMENT**

The Bylaws may be amended by an act of procedure upon a two-thirds (2/3) vote of the representatives voting and present by the legislative body. The original and all subsequently amended editions of these Bylaws shall be preserved by the President of the Oklahoma Student Government Association. Authors of amendments to these Bylaws shall adapt the form and structure of any amendment to the existing form and structure of these Bylaws, as to avoid conflict or complication of the substance, structure, interpretation, or use of these Bylaws.

**Section 3.4: SUSPENSION**

Any individual Bylaw or group of related Bylaws shall be suspended temporarily upon a two-thirds (2/3) vote of the representatives voting and present.

**Section 4.1: OFFICERS OF THE CONGRESS**

A) CHAIR OF THE CONGRESS.

The Chair is the highest-ranking officer of the Congress.

The Chair shall strive to facilitate the execution of the Oklahoma Student Government Association Congress’ mission.

The Chair shall preside over all sessions of the Congress.

The Chair shall not vote, except as necessary to break a tie. The Chair is entitled to vote when the Chair’s vote would change the result. The Chair may only vote when chairing the meeting at the time the motion is being discussed and voted on.

57 The Chair of the Congress shall be the Vice President of the OSGA or designee.  
58 B) VICE-CHAIR OF THE CONGRESS.  
59 The Vice-Chair is the second-highest ranking officer of the Congress.  
60 The Vice-Chair shall strive to facilitate the execution of Oklahoma Student Government  
61 Association Congress' mission.  
62 The Vice-Chair shall preside at meetings in the absence of the Chair and shall preside over the  
63 Committee of the Whole. The Vice-Chair shall also preside at the discretion of the Chair.  
64 The Vice-Chair shall be a voting ex-officio member of all committees. The Vice-Chair shall  
65 oversee the performance and guidance of committees. The Vice-Chair shall report on committees  
66 as necessary to the Chair of Oklahoma Student Government Association Congress.  
67 The Vice-Chair of the Congress shall be appointed by the Chair of the OSGA Congress and serve at  
68 his or her pleasure.  
69

70 C) SECRETARY OF THE CONGRESS.  
71 The Secretary is the third-highest ranking officer of the Congress.  
72 The Secretary shall strive to facilitate the execution of Oklahoma Student Government  
73 Association Congress' mission.  
74 The Secretary shall preside at meetings in the absence of the Chair and Vice-Chair.  
75 The Secretary shall take minutes at all meetings.  
76 The Secretary shall be responsible for recording and reading all submitted amendments to  
77 legislation pending before the Congress.  
78 The Secretary shall be responsible for calling of the roll of the Congress and for taking roll call  
79 votes.  
80 The Secretary shall keep a record of all votes cast in general meetings by all representatives.  
81 The Secretary shall post a record of all votes cast in meetings on legislation, amendments to  
82 legislation, or on any other questions deemed appropriate by the Secretary or higher-ranking  
83 officer of the Congress. These records shall be provided to the Oklahoma Student Government  
84 Association Secretary to be included in the Congress reports.  
85 The Secretary of the Congress shall be appointed by the Chair of the OSGA Congress and serve at  
86 his or her pleasure.  
87

88 D) PARLIAMENTARIAN OF THE CONGRESS  
89 The Parliamentarian shall be well versed in Robert's Rules of Order, Newly Revised and shall  
90 answer questions on parliamentary inquiry and assist the Chair as needed.  
91 The Parliamentarian of the Congress shall be appointed by the Chair of the OSGA Congress and  
92 serve at his or her pleasure  
93

94 E) FLOOR LEADER OF THE CONGRESS  
95 The Floor Leader shall be the liaison between members of the Congress and the Chair of Congress  
96 with regards to legislation. The Floor Leader shall set an "Orders of the Day", in consultation with  
97 the Chair of Congress, for bills and resolutions to be heard in Congress sessions.  
98 The Floor Leader shall work in consultation with Committee Chairs established by the Bylaws of  
99 the OSGA in preparing bills and resolutions to be heard in general sessions.  
100 The Floor Leader shall be appointed by the Chair of the OSGA Congress and serve at his or her  
101 pleasure.  
102

103 **Section 4.2: IMPEACHMENT OF OFFICERS**

104  
105 A) IMPEACHMENT.  
106 Any officer of the Congress may be impeached by a majority of representatives present and voting  
107 at congress.  
108

109 B) DEFENSE.  
110 An impeached officer shall answer all questions and accusations presented, and may give such  
111 defense as said officer desires.  
112

- 113 C) CONVICTION.  
114 It shall require a two-thirds (2/3) vote of representatives to convict an impeached officer of fraud,  
115 corruption, abuse of power, or other violations of the Oklahoma Student Government Association  
116 Constitution or higher document. Judgment in such cases shall not extend further than removal  
117 from office and disbarment from future office holding.  
118
- 119 D) REMOVAL.  
120 Upon impeachment and conviction, an officer shall be removed from office. Said office shall  
121 become vacant, and nominations for that office shall be opened immediately.  
122
- 123 E) RESTRICTION.  
124 No officer may preside or vote during his or her impeachment proceedings, except in the case of  
125 officers who are also representatives and shall be allowed to vote.  
126

127 **Section 5.1: MEMBERSHIP OF COMMITTEES**  
128

129 The membership of a committee shall consist of duly appointed members of the Congress, officers, and delegates.  
130

- 131 A) MEMBERS.  
132 Each member of the Congress shall be appointed to one standing committee. A member may  
133 belong to the membership of additional committees only in the context of being a delegate to the  
134 additional committees. A member shall have voting and motion-making privileges within the  
135 single committee to which he or she has been appointed.  
136
- 137 B) OFFICERS.  
138 Committee officers shall have the right to make motions in committee. Appointment to a  
139 committee office will not, in and of itself, grant the office-holder the right to vote in committee.  
140
- 141 C) DELEGATES. Delegates of committees shall be duly appointed participants of a committee who  
142 do not have voting privileges. Delegates may be members already possessing voting and motion-  
143 making privileges in another committee, or they may be non-members of the Congress who seek  
144 to formally participate in committee activities.  
145

146 **Section 5.2: OFFICERS OF COMMITTEES**  
147

- 148 A) OFFICERS ESTABLISHED.  
149 Each committee shall have a Chair and Vice-Chair as its officers. Committee officers shall be  
150 required to hold membership in the Congress, but are not eligible for representation in the  
151 Congress.  
152
- 153 B) RESPONSIBILITIES OF THE COMMITTEE CHAIR  
154 The Committee Chair shall be the presiding officer of the committee during committee meetings.  
155 The Committee Chair shall represent the committee in official business and during meetings.  
156 The Committee Chair shall be responsible for bringing to the attention of the committee those  
157 duties and responsibilities entrusted to it.  
158 Provided that he or she is a member of the Congress, the Committee Chair may exercise voting  
159 privileges at his or her discretion.  
160
- 161 C) RESPONSIBILITIES OF THE COMMITTEE VICE-CHAIR  
162 The Committee Vice-Chair shall preside over the committee during committee meetings in the  
163 absence of the Committee Chair.  
164 The Committee Vice-Chair shall submit to the Vice-Chair of the Congress a report of attendance  
165 and action on business following each committee meeting. The Vice-Chair of the Congress may  
166 further regulate the submission of these reports.  
167 The Committee Vice-Chair shall assist the Committee Chair in bringing to the attention of the  
168 committee those duties and responsibilities entrusted to it.

169  
170 D) REMOVAL  
171 Any committee officer may be removed from office upon a two-thirds (2/3) vote of  
172 representatives present and voting at a meeting. Any committee officers may also be removed  
173 upon a two-thirds (2/3) vote of all members of a committee, including those absent or abstaining  
174 from such a vote.  
175

176 F) RESIGNATION  
177 Should a committee officer choose to resign from service in this office, he or she shall submit to  
178 the Chair of the Congress a signed and written resignation. Resignation from a committee office  
179 shall not imply resignation from membership, nor shall resignation from membership imply  
180 resignation from committee office.  
181

182 G) VACANCY  
183 The Chair of the Congress shall appoint a replacement officer as soon as is practicably possible  
184 following the removal or resignation of any officer.  
185

186 **Section 6: LEGISLATIVE SESSION**  
187

188 A) DURATION  
189 A legislative session shall begin with the Call to Order of the Fall Conference Congress of the  
190 Oklahoma Student Government Association Congress and shall end at adjournment of the Spring  
191 Conference Congress of the Oklahoma Student Government Association Congress.  
192

193 B) HANDBOOK.  
194 The Oklahoma Student Government Association Board of Directors shall compile a member  
195 handbook prior to the beginning of each legislative session. A copy of this book shall be provided  
196 to all members. The handbook shall include at minimum:  
197  
198 The Oklahoma Student Government Association Constitution.  
199 The Oklahoma Student Government Association Bylaws.  
200 Any pending legislation to be seen  
201

202 C) BILL BOOK  
203 The Congress shall compile a bill book at the conclusion of each legislative session that shall  
204 include copies of all legislation considered during that session and the amendments, motions, and  
205 votes on the measure. It shall also include committee reports and summary of business. This book  
206 shall be accessible in the Oklahoma Student Government Association offices and sent to the  
207 Student Body President of each member institution.  
208

209 **Section 7: STATUTORY AND PARLIAMENTARY AUTHORITY**  
210

211 The Congress shall act in accordance with all federal, state, and local guidelines, as well as any policy of the  
212 Oklahoma State Regents for Higher Education and the Oklahoma Student Government Association Constitution.  
213

214 If any Bylaw or group of related Bylaws is for any reason in conflict with any higher authority, said Bylaw or group  
215 of related Bylaws shall be deemed separate, distinct, and independent from the rest of the Bylaws.  
216

217 The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Congress in  
218 all cases to which they are applicable and in which they are not inconsistent with these Bylaws, any Standing Rules,  
219 and any duly passed legislation.  
220

221 **Section 8: OSGA REGIONS**  
222

223 A) The State of Oklahoma shall be divided into two (2) regions: North and South.  
224

- 225 B) Institutions in the North Region shall include: Bacone University, Connors State College-  
 226 Muskogee Downtown, Connors State College-Port of Muskogee, Connors State College, Langston  
 227 University, Langston University-Tulsa, Northeastern Oklahoma A&M, Northeastern Oklahoma  
 228 State University-Broken Arrow, Northeastern Oklahoma State University-Muskogee, Northeastern  
 229 State University, Northern Oklahoma College, Northern Oklahoma College-Enid, Northern  
 230 Oklahoma College-Stillwater, Northwestern Oklahoma State University-Alva, Northwestern  
 231 Oklahoma State University-Enid, Northwestern Oklahoma State University-Woodward,  
 232 Oklahoma Panhandle State University, Oklahoma State University, Oklahoma State University  
 233 Center for Health Sciences, Oklahoma State University-Okmulgee, Oklahoma State University-  
 234 Tulsa, Oklahoma Wesleyan University, Oral Roberts University, Phillips Theological Seminary,  
 235 Rogers State University, Rogers State University-Bartlesville, Rogers State University-Pryor,  
 236 Tulsa Community College-Metro, Tulsa Community College-Northeast, Tulsa Community  
 237 College-Southeast, Tulsa Community College-West, University of Tulsa, and University of  
 238 Oklahoma-Tulsa.  
 239
- 240 C) Institutions in the South Region shall include: Cameron University, Cameron University-Duncan,  
 241 Carl Albert State College-Poteau, Carl Albert State College - Sallisaw, East Central University,  
 242 Eastern Oklahoma State College, Eastern Oklahoma State College-McAlester, Langston  
 243 University-Oklahoma City, McCurtain County Higher Education Program, Mid-America  
 244 Christian University, Murray State College, Oklahoma Baptist University, Oklahoma Christian  
 245 University of Science and Arts, Oklahoma City Community College, Oklahoma City University,  
 246 Oklahoma State University-Oklahoma City, Redlands Community College, Rose State College,  
 247 Seminole State College, Southern Nazarene University, Southeastern Oklahoma State University,  
 248 Southwestern Christian University, Southwestern Oklahoma State University, Southwestern  
 249 Oklahoma State University - Sayre, St. Gregory's University, University of Central Oklahoma,  
 250 University of Oklahoma, University of Oklahoma Health Sciences Center, University of Science  
 251 and Arts of Oklahoma, Wayland Baptist University-Altus, and Western Oklahoma State College.  
 252

253 **Section 9: LEGISLATION**

- 254
- 255 A) Bills shall be defined as legislation that shall establish policy; Bills can propose new OSGA  
 256 Bylaws or amend existing OSGA Bylaws; or establish when issues need to have long-term  
 257 applicability to the OSGA. Bills must be passed by a two-thirds (2/3's) majority of the OSGA  
 258 Congress.  
 259
- 260 i. All acts related to the appropriation of funds shall be classified as Bills.
- 261
- 262 B) Resolutions shall be defined as legislation that shall not establish policy; shall be used to express  
 263 the will or opinion of the OSGA. May be passed by either the OSGA Congress by simple  
 264 majority; or by the Council of Student Body Presidents by simple majority.  
 265

266 **Section 10: EXECUTIVE DIRECTOR**

267

268 **10.1 DUTIES OF EXECUTIVE DIRECTOR**

269

270 The Executive Director shall have overall strategic and operations responsibility for OSGA  
 271 programs, events, expansion, staff, and execution of its mission. S/he will initially develop deep  
 272 knowledge of field, core programs, operations, and organizational plans.  
 273

274 **10.2 HIRING OF EXECUTIVE DIRECTOR**

275

276 The Executive Director and Board of Directors shall establish qualifications for employment that  
 277 shall include specific job requirements and qualifications.  
 278

279 **10.3 COMPENSATION OF EXECUTIVE DIRECTOR**

281 The compensation of the Executive Director may be based on the annual income of the  
282 organization. The actual amount shall be determined during the regular budget process and may be  
283 changed through legislation during any legislative session.

284

285 10.4 CONTIGENCY PLAN OF EXECUTIVE DIRECTOR

286

287 In the event that the Board of Directors fails to hire an Executive Director or a vacancy in the  
288 position occurs, all duties assigned to the Executive Director shall be the responsibility of the  
289 Board of Directors.

290

291 A contingency plan shall be developed by the Executive Director and shall be included in the  
292 Policy Book.