



# College of Communication Student Government Constitution

## 2022-2023 Goals

*Five goals* for COM Student Government and its members for the upcoming year:

1. To include and encourage general members at biweekly meetings to get more involved with COM StuGov by offering more opportunities for them to engage with the organization, help plan events, etc...
2. To plan and execute one event open to the COM student body per month.
3. To benefit COM students by expanding the Town Hall by having a keynote speaker, career development/internship/class Q&A, and COM student organization networking time.
4. To uphold the tradition of hosting a spring charity fundraising event where 100% of the profits will be donated to a meaningful organization to the COM student body.
5. To raise attendance numbers at general meetings and events, and maintain this number throughout the year.

*Three focuses* for COM Student Government and its members for the upcoming year:

1. To facilitate conversations through our DEI Department (COM Direct) regarding the changing political and social climate between the student body and faculty.
2. To better support and help first-year COM students by offering opportunities and events to encourage them to ask questions, learn about the COM community, and network with students and faculty.
3. To work more closely with other student governments and organizations in order to best serve the collective student body.

### **Article I. Mission**

COM Student Government exists so undergraduate COM students can make the most of their college experience. In this role, we have three goals:

1. To enhance students' academic and social welfare by organizing and/or sponsoring appropriate events.
2. To act as a liaison between students, faculty, professors, and the administration, thereby providing a forum for students' concerns about COM.
3. To give students a chance to learn through leadership.

### **Article II. Membership Eligibility**

All undergraduate fee-paying students at COM are eligible to be COM Student Government members.

### **Article III. Personnel**

#### *Section I. Executive Board*

An elected Executive Board of eight members will oversee COM Student Government's undertakings.

#### A) President

- a. To call and preside over all meetings.
- b. To write and present an agenda to members for all meetings.
- c. To represent COM Student Government and COM as requested by the COM administration and/or BU Student Government
- d. To attend all College Government President's Council meetings
- e. To oversee all events and actions taken by COM Student Government f. To oversee the *Academic Department Representatives* (which consists of Journalism, Film & TV, and Mass Communication)
- g. To be an ex-officio member of all COM Student Government committees
- h. To help manage COM Student Government@bu.edu email

#### B) Executive Vice President

- a. To assist with Presidential duties when needed
- b. To lead and organize the *Marketing Team*
- c. To send out the MailChimp newsletter to COM Student Government members
- d. To help manage COM Student Government@bu.edu email
- e. To assume the duties of the President in case of his or her absence.

#### C) Vice President of Diversity, Equity, and Inclusion

- a. To lead and organize the *COMDirect Department* of COM Student Government
- b. To assist in planning and sponsoring events to cultivate an equitable and diverse student body and experience within the College of Communication

#### D) Secretary

- a. To keep minutes of meetings, save them on COM Student Government's Google Drive, and collaborate with the Executive Vice President to post them on COM Student Government's social media accounts.
  - b. To lead and organize the *Visuals and Content Department*
  - c. Take attendance during our weekly meetings to evaluate membership retention
  - d. To conduct other tasks as assigned by the President or Vice President
- E) Treasurer
- a. To manage, allocate, and approve the COM Student Government budget b. To engage with the Dean of Students Office, Student Activities Office, and Catering on the Charles
  - c. To work with four COM Senators and make sure they are familiar with legislation work at StuGov Senate.
  - d. To conduct other tasks as assigned by the President or Vice President

#### Other Executive Board duties and details

- A) Communicate with the rest of the e-board of availability and when assistance is needed for various tasks
- B) Attend all COM Student Government meetings and events unless of a prior commitment or circumstance, which needs to be informed as soon as possible
- C) Serve as a liaison between the College of Communication, COM student organizations, and represent COM Student Government in a positive light
- D) Create and execute events as a collaborative executive board
- E) Update COM Student Government faculty advisor on a bi-weekly basis and meet as necessary

#### ***COM Student Government cannot function without all members of the Executive Board.***

Reaching COM Student Government's goals requires a team effort, and our organization will suffer even if just one position is empty for an extended period of time. If a position is vacant, the e-board should solicit candidates for that position and then refer to Section 2, Part 2 of this Article.

#### *Section 2. Other Elected Personnel*

COM Student Government will also elect persons to serve as senators, representatives of COM's three academic departments, and members of COM Student Government's Social Media and Marketing team. The following representatives are responsible for reporting COM Student Government's activities to and handling concerns or advice from their respective constituencies/departments:

#### ❖ Academic Department Representatives - Overseen by Executive Board President -

Academic Department Representatives are responsible for leading and planning one event per year aimed at their respective departments.

1. Film and Television Department Representative(s)
2. Mass Communication Department Representative(s)
3. Journalism Department Representative(s)

❖ Marketing Team - *Overseen by Executive Vice President*

- The Social Media and Marketing team is responsible for planning and executing promotion and marketing for COM Student Government events and needs. 1.

Graphic Designer(s) - *two recommended*

2. Director of Social Media
3. Director(s) of Marketing

❖ COM Direct Department - *Overseen by Vice President of DEI*

- COM Direct is responsible for hosting, encouraging, and promoting diversity, equity, and inclusion with the College of Communication. They are expected to host numerous events, including roundtable discussions, throughout the year focused on DEI.

1. COM Direct Social Media Coordinator(s)
2. COM Direct Delegate(s)

❖ Visuals and Content Department - *Overseen by Executive Board Secretary* - The COM StuGov web team is expected to maintain the website and members are also expected to publish fun content for the COM Student Body on social media channels.

1. Content Creator(s)
2. Website Editor

❖ Senators - *Overseen by Executive Board Treasurer*

- COM Senators are expected to reflect COM Student Government and Student Body interests at weekly senate meetings with the rest of the Boston University student government.

1. 4 COM Senator(s) - *elected with executive board*

### *Section 3. Election Procedures*

Description: Any current College of Communication student (from rising sophomore to rising senior) is eligible to run for a position on the COM Student Government executive board or as a COM senator in the Spring prior to the following school year when they will hold the position. Elections will be held with the rest of the Boston University student government elections in late March, facilitated by the Student Election Commission (SEC). Students may run for one position (President, Executive Vice President, Secretary, Treasurer, or Senator). One person will be elected based on who receives the most votes for executive board positions, and four students will be chosen to serve as COM Senators based upon which four receive the most votes. The person who will be Vice President of Diversity, Equity, and Inclusion (DEI) will be decided by COM Direct members at the end of the school year ahead of the year in which the student will hold the role.

***Current executive board members and secretaries are prohibited from displaying public support for any candidate.*** All students running for positions are invited to speak to COM Student Government members at the general meeting ahead of the election. — The elections for the remaining positions (Academic Department Representatives, Social Media and Marketing

Team Members, COM Direct Department Members, and Web Team Members) must be held by October 15 of the new school year. The executive board is expected to promote and explain each position at an early general meeting. Students may apply for these positions via Google Form and the executive board member that leads each department will select students based on their applications for these roles. Upon request from the candidates, the e-board should provide a printed list of the duties of the positions they are soliciting.

Terms of Office: One term of office will be described as one academic year for executive board members and senator positions. One term of office will be described as one academic semester for other elected positions.

#### *Section 4. Members at Large*

These people are the congregation of COM Student Government; i.e., members who do not hold elected positions but offer their ideas, help, and discussion. General members are invited to help plan and execute events throughout the school year, led by elected students.

### **Article 4. Meetings**

#### *Section 1. E-Board Meetings*

The e-board should meet every other week, prior to the full group meeting. The President should present the agenda to the rest of the e-board for approval or amendment, and the e-board should discuss any other pertinent information.

#### *Section 2. Regular Meetings*

All of COM Student Government should meet every other week in General Meetings.

Agenda:

1. Call to Order
2. Ice Breaker (led by Executive Board)
3. Updates on Past and Upcoming Events and Meetings (led by Executive Board)
4. Senate Update (led by Senators)
5. Department/Team Breakouts (led by Executive Board and Department Positions)
6. Adjournment

After the spring elections, the incoming e-board should decide on a reasonable day and time for regular meetings. This information should be available to the entire COM student body.

### **Article 5. Attendance**

#### *Section 1. Status*

All persons signing their names on the registration sheet commit to becoming COM Student Government members for that academic year. There is no deadline; persons wishing to become members are welcome to register throughout the year as well.

#### *Section 2. Absences*

Attendance will be taken at the beginning of every COM Student Government meeting.

Members are considered absent if they have not shown up by 10 minutes before the end of the meetings. If a member is to be absent from a weekly meeting and wishes to vote on any motions appearing on that night's agenda, he or she may send a proxy. Any member who, without prior notification to the Executive Board, is absent from the weekly COM Student Government meeting on more than 3 occasions during a semester will no longer be considered part of the COM Student Government quorum. After two occasions, a member of the Executive Board will contact the member regarding his or her status as a COM Student Government member.

*Section 3. Quorum*

One-half plus one of the COM Student Government members equals quorum except when voting on Constitutional amendments. For amendments, a quorum is three-quarters of COM Student Government members.

**Article 6. Impeachment**

COM Student Government may impeach any of its members in the case of failing to perform their duties as prescribed by this Constitution. Once a member of COM Student Government brings charges against another, a hearing will be held in which the accusations will be discussed. The member can be removed by a two-thirds vote.

**Article 7. Amendments**

*Section 1. Review by the Assembly*

Amendments may be brought up for action by any elected member of COM Student Government or upon the receipt of a petition from the COM student body with at least 15 signatures. The amendment will be read and be open for discussion at a COM Student Government meeting. At the following meeting, the amendment will need a three-quarters vote to become part of the Constitution.

*Section 2. Review by the Constituency*

If a proposed amendment fails to pass in the Assembly, the sponsor has the option of requesting a general referendum. COM Student Government must grant this request. A created Elections Committee within the COM Student Government will oversee the referendum.