

THE SAIS -BOLOGNA CENTER STUDENT ASSOCIATION CONSTITUTION
(as amended May 27, 2004)

1. The Association

- a. There shall be an Association consisting of all students of the Bologna Center. It shall be known as the Bologna Center Student Association (BCSA).
- b. The BCSA shall promote and defend the interests of the students of the Bologna Center.

2. The Executive Committee

- a. There shall be an Executive Committee composed of five (5) members.
- b. The Executive Committee shall be directly elected. (See section 7)
- c. The Executive Committee shall:
 - i. Act as representatives of the BCSA in discussions with the Administration and Faculty of the Bologna Center, SAIS Washington, and The Johns Hopkins University.
 - ii. Coordinate the activities of the Committees and ad-hoc Committees, as necessary.
 - iii. Serve as official liaisons between the BCSA and greater Bologna community.
- d. The President shall be the spokesperson of the Executive Committee and the Chair of the Executive Committee and General Student Meetings.
- e. The Executive Committee shall elect a Treasurer from among its members.
- f. Within one week of the confirmation of election results, the Executive Committee shall meet to decide their representation on Committees. Appointments shall be made by any means agreeable to the five Executive Committee members. In the event of an irresolvable conflict, the President shall decide Committee appointments.
- g. The Executive Committee shall responsibly convey to the appropriate administrative bodies the views expressed in General Student Meetings.

- h. The Executive Committee shall meet not less than one time per week to discuss academic, social, and financial matters that directly or indirectly affect the interests and welfare of the BCSA.
- i. The minutes of all Executive Committee meetings shall be posted for fellow students to review. A copy of each meeting's minutes shall also be given to the Student Affairs coordinator.
- j. In the event of a conflict between decisions taken by the various Committees mentioned in this Constitution, the Executive Committee shall refer the matter to a General Student Meeting.

3. The Committees

- a. There will be four (4) Committees. Each Committee will consist of at least five (5) permanent voting members, who gather together voluntarily not less than one time per month.
- b. Each Committee shall be chaired by one member of the Executive Committee.
- c. The permanent committees shall consist of the four (4) bodies named and described below. Each Committee shall be responsible for *developing* and *promoting* the student body's views on relevant matters, clarified below.
 - i. **The Academic Committee:** including but not limited to course evaluations, curriculum offerings, liaisons with the faculty and staff of the Bologna Center, and liaisons with SAIS Washington on the MA program.
 - ii. **The Library/Technical Services Sub-Committee:** including but not limited to the library's bookstore, computers, necessary purchases of / repairs to technical equipment, and hours of operation. This sub-committee will report to the Academic Committee.
 - iii. **The Social and Cultural Committee:** including but not limited to parties, concerts, trips, student-sponsored debates and speaker series, films, and outdoor activities.
 - iv. **The External Relations Committee:** including but not limited to rapport with the greater Bologna community and l'Università di Bologna, non-academic matters with SAIS Washington and The Johns Hopkins University, lunches with professors, guests, and visiting lecturers.

- v. **The Career Services Committee:** including but not limited to support of the Office of Career Services, on-going dialogue with the Bologna Center and SAIS-Washington Directors of Career Services, and the development of stated BCSA career and internship interests that will aid and facilitate the work of the Office of Career Services.
- d. Ad Hoc Committees shall be created as necessary throughout the year.
- e. Chairs of Committees will report to the Executive Committee, in writing, at least two (2) times per semester, with a statement of progress.

4. Student Representative to The Academic Council

- a. The Executive Committee shall elect one of its members as a representative to the Academic Council of the Bologna Center.¹
- b. The Executive Committee will recommend appropriate students by nationality to sit with the Academic Council's Admissions Committee as it reviews applicants for the following academic year.

5. Newsletter / Student Magazine

- a. If there is sufficient student interest in producing one, a student newsletter or magazine will be financially supported by the BCSA through student-obtained funds, however, the publication's staff should be encouraged to raise money through happy hours.

6. General Student Meetings

- a. There shall be at least one (1) General Student Meeting each semester.
- b. A notice shall be posted and electronically conveyed at least three (3) days in advance. The notice must include a draft of the agenda for the meeting.
- c. In the event of a referendum, a quorum shall be one-fourth (1/4) of the Bologna Center student body plus one (1). The quorum carries.²

¹ The Executive Committee Member chosen to represent the BCSA on the Academic Council must be willing to attend one (long) meeting usually held at the beginning of each month. The chosen representative must be willing to devote time to preparing short presentations to be delivered, as needed, at Academic Council Meetings.

² A referendum concerns any matter deemed relevant to the student body's welfare and falling under the duties of the Executive Committee, and can be called by any member of the BCSA. A referendum must be called to amend the BCSA Constitution.

- d. The Executive Committee and all other Committees mentioned in this Constitution shall be bound by the decisions of a simple voting majority of a quorum of BCSA students present at a General Student Meeting.³

7. Elections

- a. Elections of the Executive Committee:
 - i. shall be by direct and secret ballot
 - ii. shall be held in the third week of the first semester
- b. Candidates' names shall appear on the ballot, and members of the BCSA shall vote for two candidates only.⁴
- c. In case of a two-way or three-way tie for the fifth position, there shall be a run-off among the candidates concerned.
- d. The person to obtain the highest number of votes is designated president.
- e. In case of a tie for the position of president, the Executive Committee shall vote amongst themselves to declare the president. If the Executive Committee cannot declare a president, there shall be a run-off among the candidates concerned with final votes cast by the general student body.
- f. All full-time, full academic year students of the Bologna Center may stand for elections.⁵
- g. Any enrolled student, regardless of status, may vote.
- h. The election results, i.e., the number of votes received by each candidate shall be made public within two weeks of the election.

8. General Powers of The Executive Committee

- a. The Executive Committee shall have the power to appoint Ad Hoc Committees as required.
- b. Non-Executive members of Committees and Ad Hoc Committees shall serve primarily as advisors to The Executive Committee, however, the Executive Committee may encourage certain non-Executive members of

³ A referendum is the question being debated. A quorum is the number of students that need to be present in order for a decision on the referendum to hold. The action taken on the referendum will uphold the decision of a simple voting majority of the quorum present at the General Student Meeting.

⁴ Candidates DO NOT run for a position (president, treasurer, social affairs coordinator, etc.), but they may indicate during speeches a preferred position. In other words, the ballot will include only the candidates' names—no mention of positions.

⁵ This includes first-year MA, first and second-year MAIA, and MIPP students.

each committee to meet and negotiate with the administration and faculty of the Bologna Center, as appropriate.

- c. The Executive Committee or ten percent (10%) of the student body may call a General Student Meeting on any issue.
- d. A quorum General Student Meeting (1/4 plus 1 of the student body in attendance) has the power to call a Referendum at any moment during that Meeting. If attendance does not constitute a quorum, a decision on the referendum must be postponed until sufficient student representation is achieved.
- e. Decisions on referenda shall be binding on the Executive Committee and all students appointed to permanent and ad hoc Committees.
- f. In the event that a member of the Executive Committee resigns, the student with the next highest number of votes shall be declared elected.
- g. In the event that the President resigns, the Executive Committee member with the next highest number of votes from the original election shall be declared president. If there is a tie, there shall be a vote amongst the members of the Executive Committee, excluding the departing president and including the new member of the Executive Committee (see section 8, article 'f', above).
- h. In the event that the President is unwilling or unable to give the Commencement speech, he or she shall decide the most appropriate person or persons to give the speech in his or her place.

9. Financial Powers

- a. The Treasurer shall present an account of the financial status of both the current and loan accounts in the form of a balance sheet at least once every two months and an oral report at every General Student Meeting.
- b. Notice of capital expenditures shall be posted five (5) days prior.