

**THE CONSTITUTION OF THE UNIVERSITY OF NORTHERN COLORADO
STUDENT GOVERNMENT ASSOCIATION**

**Formally approved by the UNC Student Senate at the Wednesday, January 18, 2023
Student Senate Meeting**

MISSION STATEMENT

The University of Northern Colorado (UNC) Student Government Association serves as the representative body for all students at UNC and its members shall function in an open and available capacity to all members of the campus community. The members of the Student Government Association shall fulfill their obligations to advocate for student rights and interests, encourage student involvement, and promote student wellness while maintaining an open, informed, and responsible relationship with the students, faculty, and staff of UNC.

ARTICLE I: Name and Purpose

SECTION A: Name

The name of this organization shall be the Student Government Association of the University of Northern Colorado (SGA). It is recognized that the University of Northern Colorado is a state educational institution operating under the authority of the Board of Trustees Policy.

SECTION B: Purpose of Student Government Association

1. Actively address matters of student affairs and experiences.
2. Promote understanding and communication between administrators, faculty, staff, and students.
3. Work with administration in all matters affecting the welfare of the University of Northern Colorado.

SECTION C: Non-Discrimination Policy

We the Student Government Association, uphold the values of our University, do not discriminate on any basis, including but not limited to age, race, gender, religion, non-religion, sexual orientation, disability, veteran status, genetic information, gender identity, gender expression, or national origin.

ARTICLE II: Executive Branch

SECTION A: Executives

1. The Executive Officers of the Student Government Association shall be chosen by the direct vote of the student body no later than the last full week of April and will begin a full-year term the following August 1st

2. The time between the certification of the elections and May 15th shall be used as a transitional period, during which the Officers-elect shall work with the current Executive Officers to create a smoother transition.

SECTION B: Elected Executive Officers

There shall be elected from among the students of UNC, the following Student Government Association Executive Officers: President, Vice President, Recording Secretary, Parliamentarian, and Treasurer.

SECTION C: Executive Officer Qualifications

1. The President must have completed forty (40) semester hours, thirty (30) of which shall have been completed at any branch of UNC. The individual must have been at least a committee chair or executive officer for one semester in good standing.

2. The Vice President must have completed thirty (30) semester hours, twenty (20) of which shall have been completed at any branch of UNC. The individual must have been at least a Senator for one semester in good standing.

3. The Recording Secretary must have completed twenty-four (24) semester hours, twenty (20) of which shall have been completed at any branch of UNC. The individual must have been at least a Senator for one semester in good standing.

4. The Treasurer must have completed twenty-four (24) semester hours, twenty (20) of which shall have been completed at any branch of UNC. The individual must have been at least a Senator for one semester in good standing.

5. The Parliamentarian must have completed twenty-four (24) semester hours, twenty (20) of which shall have been completed at any branch of UNC. The individual must have been at least a Senator for one semester in good standing.

6. Any additional executive officers must have completed twenty-four (24) semester hours, Twenty (20) of which shall have been completed at any branch of UNC. The individual must have been at least a Senator for one semester in good standing.

7. To be qualified as an executive officer, in addition to all other specified requirements, a student must have and maintain an institutional grade point average of 2.75 or higher. If an officer's GPA falls below that requirement, he or she shall be automatically removed from office at the end of the current academic semester.

8. Good judicial standing with the university shall be a requirement for all students running for executive offices. Furthermore, if any executive officer should fall into poor judicial standing with the university they shall be subject to a mandatory hearing with the Student Judicial Board. The Judicial Board will then have the authority to remove any executive officer whom the justices deem unfit to hold office due to their judicial standing by way of a simple majority vote.

SECTION D: Cabinet Positions

1. The President or President-Elect of the Student Government Association shall have the power to create executive cabinet positions that shall be charged with the operation and management of executive tasks and programs.

2. The President or President-Elect shall propose the creation of new cabinet positions to the Senate for confirmation with a simple majority vote.

3. The President or President-Elect shall appoint any full-time student in good academic standing that they sees fit to fill a created position and shall also retain the power to remove a student from a position at any time for any reason.

4. A cabinet position, created by the President and confirmed by the Senate, shall expire at the end of each academic year; the executive branch must re-create each cabinet position each year if the President-Elect desires to retain staff operations in a recurring manner.

5. The Senate shall have the power to review a cabinet position at any time, and upon a (2/3) vote may eliminate a cabinet position.

6. Additional Cabinet Positions

- The Director of Student Affairs shall be appointed by the newly elected Student Government Association President, no later than 30 days after the spring election, and be confirmed by a two-thirds (2/3) majority approval of the current Senate.
- The Chief of Staff shall be appointed by the newly elected Student Government Association President, no later than 30 days after the spring election, and be confirmed by a two-thirds (2/3) majority approval of the current Senate.
- The Election Commissioner shall be appointed by the newly elected Student Government Association President, no later than 30 days after the spring election, and be confirmed by a two-thirds (2/3) majority approval of the current Senate.

SECTION E: Succession to the Executive Office

1. In the event of a President's inability to serve, through removal from office, death, resignation, withdrawal, or lack of qualifications, the Vice-President of the Student Government Association shall become President. If the Vice-President does not meet the qualifications of President the succession will go down the line in the following order of succession to the Presidential Office: Recording Secretary, Treasurer, Parliamentarian, Chief of Staff.

2. In the event of a Vice-President's inability to serve, through removal from office, death, resignation, withdrawal, or lack of qualifications, or filling the position of President, the Recording Secretary shall serve the remainder of the term.

3. In the event of the Recording Secretary, Treasurer, or Chief of Staff is the inability to serve, through removal from office, death, resignation, withdrawal, or lack of qualifications, a qualified replacement shall be chosen among the Senate members, by the Student Government Association President and shall be approved by two thirds (2/3) majority of the Senate, to serve the remainder of the term.

ARTICLE III: Legislative Branch

SECTION A:

The Legislative Officers of the student body shall be chosen by the direct vote of the student body by the first thirty (30) days of the fall semester and will begin their one-year Senate term upon taking the "Oath of Office" as a Senator.

SECTION B: Membership

1. The membership of the Senate shall be apportioned by class status
2. There shall be five (5) Senators from each of the following classes: 1st year, Sophomore, Junior, and Senior
3. Classification shall be determined by the number of credit hours earned at the time of the senate election.
4. In addition, there shall be five (5) at-large Senators, with one (1) position designated for each college, that shall be open to any qualified candidate regardless of class rank.

SECTION C: Qualifications

1. Any enrolled student at UNC with a cumulative grade point average of 2.50 or higher, and in good academic standing, shall be eligible to run for election or be appointed to the Senate. If a senator's GPA falls below the requirement, he or she shall be automatically removed from office at the end of the current academic semester.
2. If any Senator should fall into poor conduct standing with the university, they shall be subject to a mandatory hearing with the Student Judicial Board. The Judicial Board will have the authority to remove any senator whom the justices deem unfit to hold office, due to their judicial standing, by way of a simple majority vote.

SECTION D: Organization

1. The Vice President of the Student Government Association shall preside as President of the Senate.
2. The Recording Secretary of the Student Government Association shall serve as the Clerk of the Senate. In the absence of the Recording Secretary, the Treasurer shall serve as the Clerk of the Senate.
3. The Senate shall follow Robert's Rules of Order in all instances where the Constitution and By-Laws do not apply.

SECTION E: Quorum

The Senate must have a quorum to conduct business. Quorum is defined as having a minimum of two-thirds (2/3) of all Senators in attendance, excluding Senators with excused absences.

SECTION F: Legislation

1. Bills – A bill is defined as legislation that is a request for funding from the Student Government Association by an approved Recognized Student Organization. No bill shall be passed unless it is by the Senate. The Senate shall adopt no bill until all affected individuals or organizations have had at least one (1) week to be heard. All bills must be referred to the Appropriations Committee in either their original or amended form for a minimum of one week before a vote may be taken.
2. Resolutions – All other legislation is defined as a resolution. No resolution shall pass unless it is by the Senate.
3. Before enactment, all legislation must be:
 - a) Read before the Senate.
 - b) Entered into the minutes.
 - c) Passed by a Senate majority vote.
 - d) Signed by the Student Government Association President.
4. All legislation that passes through the Senate must then be presented to the Student Government Association President. The President has the authority to:
 - a) The President can approve the legislation by signing it.
 - b) The President can return it with objections in the form of a line-item veto.

c) The President can veto the entire bill or resolution and return it to the Senate within two (2) weeks after presentation through the Recording Secretary of the Senate.

5. Every resolution, having been enacted by the Senate and approved by the Student Government Association President shall be submitted to the President of UNC.

6. Senate Action of vetoes:

a) Legislation vetoed by the Student Government Association President can be overridden by a two-thirds (2/3) majority vote of Senators.

b) Line-item vetoes by the Student Government Association President can be overridden by a two-thirds (2/3) majority votes of Senators

SECTION G: Succession of Senators

If the seat of a Senator is vacated by resignation, academic probation, recall election, non-enrollment at UNC, or otherwise, the Student Government Association President will receive a slate of candidates from the remaining Senators within that classification and, from this list, shall appoint a new Senator. The newly elected/appointed Senator shall take office during the next regularly scheduled Student Government Association meeting, after taking the “Oath of Office.”

SECTION H: Senator Absence Policy

1. If a senator has accumulated 3 unexcused absences from scheduled meetings and/or events, the senator shall be removed from office.

2. Mandatory meetings include regular meetings of the Senate and a particular senator’s scheduled committee meetings, both standing and ad-hoc committees.

3. Additionally, committee chairs may make events directly associated with their committee mandatory for the members of their committee.

4. Any senator may propose an event to be mandatory for the Senate at large; however, the said proposition must pass a simple majority roll call vote of the Senate.

5. Senators may be excused from mandatory events, or regular meetings of the Senate, provided they contact the Clerk of the Senate and present a valid excuse for their absence at least 24 hours in advance.

6. Senators wishing to be excused from committee meetings, or events made mandatory by their committee chair, must appeal to their respective committee chair for an excused absence.

ARTICLE IV: Student Trustee

The Powers of the Student Trustee shall be vested within the UNC Board of Trustee Bylaws and the Student Government Association Constitution. The position of Student Trustee shall be elected through the annual SGA Elections and shall report to the Board of Trustees as expected in their position description.

SECTION A: Responsibilities of the Student Trustee

1. Report to the Student Government Association Senate and Executive Board weekly and as the calendar permits.
2. Report to the SGA within two (2) weeks following each Board of Trustees meeting if the calendar permits.
3. Serve of the UNC Board of Trustees, attend the Board of Trustees meetings, and report to the Student Government Association.
4. Meet as necessary with the President of the University and Chief of Staff (or equivalent position) and report to the Student Government Association.
5. Meet monthly with the University President and report to the Student Government Association.
6. Meet monthly with the President of the Student Government Association
7. Be responsible for presenting the views of the UNC student body to the Board of Trustees.
8. Be responsible for presenting the views of the UNC student body to other state colleges, universities, legislators, and other elected officials as deemed necessary.
9. Take office on July 1 after elections and remain in office until June thirtieth of the following year. If the predecessor trustee graduates or leaves the institution before July 1, the succeeding trustee will take office upon the date the predecessor separates from the University.
10. The Student Trustee is not permitted to serve a role in the SGA.

ARTICLE V: Judicial Board

SECTION A:

The Student Judicial Board is responsible for hearing cases through an educational peer review process. The process, which ensures fundamental fairness and appropriate sanctions determines student accountability pertaining to the SGA Constitution and Bylaws.

SECTION B: Composition of the Judicial Board

1. The Judicial Board shall consist of five (5) student members and one (1) faculty/staff advisor.
2. The SGA President shall select a chair responsible for conducting pre-hearings, hearing, and any task necessary for the operation of the Judicial Board.
3. The Judicial Board chair shall be a full-time student, in good standing, and shall not be a seated member of the Judicial Board, a seated Senator, or an SGA executive.
4. The SGA President shall appoint all student positions comprising the Judicial Board.

SECTION C:

Judicial Board members shall be students of UNC in good academic standing and disciplinary standing when they are appointed and during their term in office. They must have a grade point average of 2.50 or higher and be in good academic standing. Judicial Board members shall serve one calendar year from the time they are appointed in the fall semester of each academic year.

SECTION D:

The Judicial Board Chair shall present a slate of candidates to the Student Government Association President who shall appoint ten (10) student members. Since the Student Judicial Board exists primarily to provide an educational peer review process, at least six (6) of the student members must be students at the main campus.

SECTION E: Jurisdiction

1. The Judicial Board shall interpret all policies of the Student Government Association and have original jurisdiction in any cases concerning Student Government Association policies, laws, impeachment hearings, and activities, including elections.
2. The Judicial Board will also handle disputes concerning approved Recognized Student Organizations.

ARTICLE VI: Advisor

SECTION A:

There shall be at least one professional staff member employed by UNC to work with the Student Government Association in the role of Advisor

SECTION B: Selection

The Advisor shall be selected by the UNC Administration in consultation with the members of the Executive Branch of the Student Government Association

SECTION C: Qualifications

The qualifications for the Advisor shall be determined by the UNC Administration in consultation with the members of the Executive Branch of the Student Government Association

SECTION D: Advisor Responsibilities

1. Assisting in and advisory capacity in the day-to-day operations of the Student Government Association
2. Attending and participating as an active advisor at all Student Government Association regularly scheduled meetings
3. Acting as an administrative liaison between the Student Government Association and the UNC Administration

ARTICLE VII: Compliance and Approval

SECTION A: Amendments

Amendments to the Student Government Association Constitution must be approved by the UNC Board of Trustees and ratified by a majority vote of the student body in either a regular or special election.

SECTION B: Access to information

In order to ensure open and responsible information sharing, Student Government Association documents (not dealing with student grievances, personnel, or legal items) shall be open and available to the public, pursuant to the Colorado Open Records Act.