

# **Constitution of the Utah Valley University Student Association**

*Ratified March 3, 2022*

## **Preamble**

We, the students of Utah Valley University, working toward the common goal of higher education, organize the Utah Valley University Student Association (UVUSA); and establish as our purpose; meaningful, educational interaction between students, faculty, staff, administration, and community.

Article I – Student Association

Article II – Student Rights

Article III – Organization

Article IV – Reserved Powers

Article V – Amendments

Article VI – By-Laws

## **ARTICLE I – STUDENT ASSOCIATION**

### **SECTION I – NAME**

The name of the association shall be the “Utah Valley University Student Association,” hereafter referred to as UVUSA.

### **SECTION II – MISSION**

We are students striving to provide a meaningful college experience through collaboration and involvement. As representatives of the student voice, we will be transparent and relatable in order to create a community of PROUD WOLVERINES!

### **SECTION III – OFFICIAL COLORS**

The official color of UVUSA shall be green.

### **SECTION IV – MASCOT**

The mascot of UVUSA shall be the wolverine.

### **SECTION VI – POWER**

The ultimate power and authority of UVUSA shall rest with the members of UVUSA as a body, as delegated to the official Student Government under the articles of this constitution.

### **SECTION VII – RECALL**

Students shall have the right to recall any member, members, or decision of Student Government, in accordance with the following procedures:

- A. The reasons for recalling individuals must be based on performance of their duties as an officer and/or constitutional violations.

- B. Gather a petition bearing the signatures of ten percent of the Student Body, explicitly naming those individuals or actions of Student Government to be recalled and the reasons for such actions. The petition must contain information that can verify that the signatures are those of enrolled students.
- C. Post the reasons for recall and the time and location of an open forum to discuss these reasons and related issues in conspicuous places around the campus.
- D. List the reasons and related information in the school paper at least one week prior to voting in accordance with paragraph E.
- E. Hold a general election meeting the following criteria:
  - 1. Polls open for a minimum of three school days.
  - 2. Polls open no longer than five school days.
  - 3. Two-thirds of the ballots must be in favor of recalling the member, members, or decision of Student Government.
  - 4. For removal of officers the number of votes in the recall vote must be equal to or greater than the total number of students who voted in the general election that elected those officers.
  - 5. The ballot shall be prepared so that students can vote on recalling members or decisions separately, ensuring students can vote on recalling members or decisions separately, and ensuring students can express a desire to recall one individual and yet demonstrate support for another.

## **ARTICLE II – STUDENT RIGHTS**

### **SECTION I – STUDENT RIGHTS**

The rights of membership in UVUSA shall consist of the following:

- A. The right to vote in all general elections which are conducted by UVUSA.
- B. The right to attend any UVUSA sponsored meeting with the exception of those meetings declared as Executive Session (elected officers only).
- C. The right to any member of UVUSA to present a legitimate matter before the Executive Council or Student Council under each council's rules and procedures.
- D. The right to participate in all student programs and activities sponsored by UVUSA.
- E. The right to become a candidate for any office in UVUSA after meeting qualifications as stipulated in Article III, Section XVI and Section XVII.
- F. The right to request for inspection, minutes, list of budgets, and transactions of Student Government at reasonable time and under reasonable circumstances, through the Office of Student Life or Budget Office as appropriate.
- G. The right to appeal the decision of the Executive Council to the Student Council.

Additional rights as stipulated in the Student's Rights and Responsibilities Handbook and/or Student Code.

## **ARTICLE III – ORGANIZATION**

### **SECTION I – STUDENT GOVERNMENT**

The Student Government shall be comprised of the Executive Council, Student Council, Academic Senate Branch, Student Activities Branch, Judicial Council, and Independent Branch.

### **SECTION II – EXECUTIVE COUNCIL**

- A. The Executive Council shall be comprised of the following members:
  - 1. Student Body President
  - 2. Vice President of Engagement
  - 3. Vice President of Academics
  - 4. Vice President of Student Activities
  - 5. Executive Assistant
- B. The Executive Council will be elected by the student body during spring semester each year
- C. Under the direction of the Student Body President, the Parliamentarian or their designee, subject to ratification by the Student Council, will chair an Elections Committee to regulate and monitor the elections process. The Student Body President will appoint a minimum of five members and one Student Leadership and Involvement staff member to the committee. The elections process will be conducted in accordance with the Elections Rules by-law.
- D. The Student Body President may appoint an Executive Assistant to serve under their direction and assist with efforts set forth by the Executive Council. The Executive Assistant will not be a voting member of either the Executive Council or Student Council.
- E. The newly appointed Executive Council may appoint assistants and council members to serve under each respective body of government. Each appointed council member will be subject to ratification by a majority vote of the standing Student Council.
- F. All members of Executive Council, excluding the Executive Assistant, are voting members. The Student Body President serves as Chair of the Executive Council and votes only in the event of a tie.

### **SECTION III – EXECUTIVE COUNCIL POWERS**

The Executive Council shall retain the following powers in UVUSA:

- A. UVUSA Student Body President shall have the power to enforce all policies passed by the Executive and Student Councils.
- B. The Student Body President shall have the power of line item veto and to veto resolutions passed by the Student Council, within one week of its passing, with proper written notification to the Council.

- C. The newly elected Student Body President shall have the power to chair an Appointing Committee to fill appointed positions within Student Council. The Committee shall be comprised of the Executive Council, two staff advisors, and a minimum of two students-at-large. The students-at-large will be appointed to the committee by the Executive Council.
- D. The Executive Council shall retain the power to appoint members to the Judicial Council. These members must be approved by a two-thirds vote from the student council.
- E. The Executive Council shall establish guidelines for scholarship awards based on availability of scholarships provided by UVU for student government positions.
- F. The Executive Council shall review and approve the budget allocation recommendation provided by the Director of Student Leadership and involvement.
- G. The Student Body Vice President of Engagement shall chair the Independent Branch meetings and shall have the power to act upon responsibilities delegated to that office by the Student Body President.
- H. The Student Body Vice President of Academics shall chair the Academic Senate Branch meetings and shall have the power to act upon responsibilities delegated to that office by the Student Body President.
- I. The Student Body Vice President of Student Activities shall chair the Activities Branch meetings and shall have the power to act upon responsibility so delegated to that office by the Student Body President.
- J. The Executive Council shall retain the power to form and dissolve committees, as needed to further the mission of the Student Association.

#### **SECTION IV – STUDENT COUNCIL**

- A. The Student Government officers serving as members of the Student Council are as follows:
  - 1. Student Body President
  - 2. Vice President of Engagement
  - 3. Vice President of Academics
  - 4. Vice President of Student Activities
  - 5. Executive Assistant
  - 6. Parliamentarian
  - 7. School of Business Senator
  - 8. College of Engineering and Technology Senator
  - 9. College of Health and Public Service Senator
  - 10. College of Humanities and Social Sciences Senator
  - 11. College of Science Senator
  - 12. School of Education Senator
  - 13. School of the Arts Senator
  - 14. Traditions Chair
  - 15. Social Arts Chair
  - 16. Entertainment Chair
  - 17. Family Events Chair
  - 18. Couple Events Chair
  - 19. Public Relations Chair
  - 20. Inclusion Chair

21. Inclusion Ambassador
22. Inclusion Ambassador

- B. The Student Body President shall preside over the Student Council and will chair all Student Council meetings, unless otherwise delegated.
- C. Student Council members shall be selected by an Appointing Committee as stipulated in Article III, Section III, subsection C. Exceptions include the following: The Executive Council who are directly elected by the student body; the Chief of Staff who is appointed by the Student Body President; and special appointment by-laws that shall define the process for appointment of the Inclusion Ambassadors.

## **SECTION V – STUDENT COUNCIL POWERS**

The Student Council shall retain the following powers in UVUSA:

- A. To be the governing body of UVUSA.
- B. A quorum of the Student Council shall consist of at least two-thirds of the council members. There will be no votes by proxy.
- C. A majority vote of the quorum shall be necessary to decide questions or issues presented before the Student Council. The following must be presented for action by the student council:
  1. To vote on whether or not to enforce Judicial Council recommendations.
  2. To approve the Student Government budget prepared by the Executive Council.
  3. The Student Council shall have the power, by a two-thirds vote, to override Presidential veto.
- D. To approve all constitutional appointments and other items deemed necessary by the Executive Council.
- E. Student Council meetings will substantially operate under and follow parliamentary rules as defined by the latest edition of *Robert's Rules of Order*. Per Robert's Rules of Order, the Parliamentarian will not be a voting member of the council.

## **SECTION VI – INDEPENDENT BRANCH**

- A. The Independent Branch meetings will be chaired by the Vice President of Engagement unless otherwise delegated.
- B. The Independent Branch shall be comprised of the following members.
  1. Vice President of Engagement
  2. Public Relations Chair
  3. Inclusion Chair
- C. Each member of the Independent Branch shall chair a committee comprised of students at large respective to the council member's position description.

- D. Inclusion Ambassadors will serve as members of the UVUSA Inclusion Committee overseen by the Inclusion Chair. Each Inclusion Ambassador will have voting rights as members of the Student Council.

## **SECTION VII – INDEPENDENT BRANCH POWERS**

The Independent Branch retains the following powers in UVUSA:

- A. To plan and execute designated programs and activities sponsored by Student Government, relating to their responsibilities after all expenditures have been approved by the Vice President of Engagement.
- B. To form and dissolve committees, as needed to further the mission of the Independent Branch.

## **SECTION VIII – ACADEMIC SENATE BRANCH**

- A. Each school on campus with its own Academic Dean shall be represented by a Student Senator. The Academic Senate Branch meetings will be chaired by the Vice President of Academics.
- B. The Academic Senate shall be comprised of the following members:
  - 1. Vice President of Academics
  - 2. School of Business Senator
  - 3. College of Engineering and Technology Senator
  - 4. College of Humanities and Social Sciences Senator
  - 5. College of Science Senator
  - 6. School of Education Senator
  - 7. School of the Arts Senator
  - 8. College of Health and Public Service Senator
- C. Each senator will chair a committee comprised of department representatives and students at large respective to the senator's position description.
- D. The Executive Council may modify this section of the Constitution by adding or removing Senators as the progress of Utah Valley University dictates. All changes or additions must be in direct correlation to institutional changes and must be ratified by the student body in the next general or special elections as outlined in Article V of this constitution.

## **SECTION IX – ACADEMIC SENATE BRANCH POWERS**

The Academic Senate Branch retains the following powers in UVUSA:

- A. To research student needs and concerns.
- B. To initiate resolutions accommodating student needs and concerns and propose them to the Executive and /or Student Council for approval.
- C. To form and dissolve committees to further the mission of the Academic Senate Branch.

## **SECTION X – STUDENT ACTIVITIES BRANCH**

- A. The Student Activities Branch meetings will be chaired by the Vice President of Student Activities unless otherwise delegated.
- B. The Student Activities Branch shall be comprised of the following members:
  - 1. Vice President of Student Activities
  - 2. Traditions Chair
  - 3. Social Arts Chair
  - 4. Entertainment Chair
  - 5. Family Events Chair
  - 6. Couple Events Chair
- C. Each member of the Student Activities Branch shall chair a committee comprised of students at large respective to the member's position description.

## **SECTION XI – STUDENT ACTIVITIES BRANCH POWERS**

The Student Activities Branch retains the following powers in UVUSA:

- A. To plan and execute student activities sponsored by Student Government, after all expenditures have been approved by the Vice President of Student Activities.
- B. To form and dissolve committees, as needed to further the mission of the Student Activities Branch.

## **SECTION XII – JUDICIAL COUNCIL**

- A. The Judicial Council shall be comprised of the following members:
  - 1. Parliamentarian
  - 2. Associate Student Justice (Academic Senate Branch)
  - 3. Associate Student Justice (Student Activities Branch)
  - 4. Associate Student Justice (Independent Branch)
  - 5. Associate Student Justice (Student at Large; selected by Executive Council)
  - 6. Student Body President
- B. The Parliamentarian shall be appointed by the Executive Council consistent with Article III, Section III, Subsection C and will be subject to ratification by a majority vote of the standing Student Council.
- C. The Parliamentarian will serve under the direction of the Student Body President and will not be a voting member of Student Council.
- D. Any proceedings conducted by the Judicial Council must be chaired by the Parliamentarian, unless otherwise delegated. At least four justices must be present to conduct any hearing.
- E. The Parliamentarian and four Associate Student Justices shall be appointed by the Executive Council, and approved by a two-thirds vote in the Student Council as stipulated in Article III, Section V, C.
- F. The Student Body President will act as a Justice in the Judicial Council.

- G. In the event of an appeal for dismissal as outlined in Article III Section XIX, the Student Body President will recuse them self from the hearings of the Judicial Council.
- H. In the event of impeachment proceedings being initiated as outlined in Article IV Section I against the Student Body President, they are required to recuse them self from the hearings of the Judicial Council.

### **SECTION XIII – JUDICIAL COUNCIL POWERS**

The following powers shall be retained by the Judicial Council:

- A. To review resolutions, proceedings, and activities of UVUSA in accordance with this constitution.
- B. To interpret this constitution and make recommendations to the Executive Council or Student Council.
- C. To recommend to the Executive Council precautions, punishments, and corrections in consequence of the constitutional violations.
- D. To administrate impeachment proceedings as outlined in Article IV Section I.
- E. To administrate recall proceedings as outlined in Article I Section VI.

### **SECTION XIV – QUALIFICATIONS FOR OFFICE**

Any student seeking a Student Council position within UVUSA must meet the following criteria:

- A. All candidates for Executive Council shall be currently enrolled at UVU.
- B. All candidates for Executive Council shall possess a minimum cumulative grade point average of 3.0, with the exception of first-time matriculated students.
- C. All applicants for Student Council shall possess a minimum cumulative grade point average of 2.75, with the exception of first-time matriculated students.
  - 1. Those with a cumulative grade point average between 2.75-2.99 may be subject to additional requirements per the Student Council application which serves as a by-law to this constitution.

### **SECTION XV – REQUIREMENTS FOR OFFICE**

The requirements for any office held within UVUSA are as follows:

- A. Throughout the term of office, all officers must be currently enrolled in, and successfully complete a minimum of 12 credit hours per semester and maintain a minimum semester grade point average of 2.5, summer semester excepting. Throughout the term of office, attendance at scheduled meetings and activities for which the officer has responsibility shall be required as set forth in the by-laws.



- B. Student council members will abide by the Student Leadership & Involvement Requirements form along with the Behavioral Agreement and Student Code of Conduct as outlined in the by-laws section titled “Student Council Requirements”.

## **SECTION XVI – TERMS OF OFFICE**

- A. The term of office for all elected officers shall be one full year, beginning the day of spring graduation.
- B. The elected officers shall take an “Oath of Office” administered by the Dean of Students or their designee as follows:

*I, (state your name), do solemnly swear (or affirm) that I will uphold the constitution of the Utah Valley University Student Association and faithfully administer the responsibilities of (state the office) of the Utah Valley University Student Association in good faith with high standards of honesty and integrity.*

## **SECTION XVII – DISMISSAL AND APPEALS PROCESS**

- A. Failure to comply with the requirements as stated in this constitution shall result in immediate dismissal of the violating Student Government member or candidate by the Student Body President. All appeals will be presented before the Judicial Council who will then recommend action to the Student Council.
- B. In the event of an appeal, the Student Government member released from their position will be required to fill out an appeal form as outlined in the by-laws under section titled “Appeal Form”. The appeal form will be presented to the Judicial Council no longer than one week after dismissal. The Judicial Council will then recommend action to the Student Council no later than two weeks after the appeal form has been submitted.

## **SECTION XVIII – FINANCES**

- A. The Executive Council will recommend to the Student Fee Board and President’s Council the allocation of student fees.
- B. After the student fee recommendation for the next year has been approved by the existing Student Council (no later than February), it will be sent to President’s Council, the Utah Valley University Board of Trustees, and then to the Utah Board of Higher Education for final approval.
- C. During summer semester, the Director of Student Leadership and Involvement, shall meet with and give recommendations to the newly elected Executive Council regarding the Student Council budget. The Executive Council will develop, formulate, and approve the annual budget and provide it to the current Student Council for ratification.
- D. At the close of each fiscal year, all accounts shall be balanced to zero and all excess finances shall be moved into the Student Programming student fee savings account.
- E. All financial transactions must follow all applicable state law, campus policy, procedures and guidelines. Appropriate approval by designated account managers must also be secured prior to the expenditure of student fee funds.

- F. The Student Council shall have the right to incur any unbudgeted, single expense or liability in excess of \$50,000 after having the unbudgeted expense or liability meet the following provisions:
1. Published in the school newspaper.
  2. Posted in conspicuous locations throughout the campus at least five days prior to acceptance.
  3. At least one open forum held for members of UVUSA to discuss the proposed expense or liability.
  4. Be approved by a majority vote of the Executive Council and ratification by the Student Council.

## **ARTICLE IV – RESERVED POWERS**

### **SECTION I – IMPEACHMENT**

Impeachment proceedings against any elected officer may be initiated by any member of UVUSA for Judicial Council review by the following: a two-thirds vote by Student Council or a petition signed by at least ten percent of the members of UVUSA. Impeachment hearings will be held by the Judicial Council within two weeks of the impeachment request.

- A. The Judicial Council will render a recommendation to the Student Council within the two-week period, determining whether or not the constitution has been violated.
- B. Final impeachment decisions must be carried by a three-fourths vote of the Student Council.
- C. Final powers not specified herein are reserved, with discretion, to the Student Council.

### **SECTION I – VACANCIES**

Vacancies in Executive Council shall be filled as follows:

- A. The Student Body President's position shall be filled by the Vice President of Engagement or the Vice President of Academics or the Vice President of Student Activities, respectively, in the absence of the Student Body President.
- B. In the event of a vacancy of either the Vice President of Engagement, the Vice President of Academics or the Vice President of Student Activities, the President shall chair the appointing committee consistent with Article III, Section III, C. the nominee selected must be ratified by the Student Council.

## **ARTICLE V – AMENDMENTS**

### **SECTION I – INITIATION**

Amendments to this constitution may be initiated by a two-thirds vote of the Student Council or by a petition bearing the signatures of ten percent of UVUSA.

## **SECTION II – NOTIFICATION**

A proposed amendment shall meet the following criteria before a concurring vote of UVUSA.

- A. The proposed amendment shall be posted in conspicuous locations throughout the campus for five days prior to voting.
- B. The proposed amendment shall be published in the school paper at least five days prior to voting.
- C. An open forum shall be held for the members of UVUSA to discuss a proposed amendment.

## **SECTION III – RATIFICATION**

Amendments shall become part of this constitution upon a majority vote of those students voting in a general or special election.

## **ARTICLE VI – BY-LAWS**

A set of by-laws shall be established by the Executive Council. Anything to be included in, added to, or deleted from the by-laws must receive a two-thirds vote from the quorum of Student Council. The purpose and content of the by-laws shall be to define the mechanics of running the affairs of UVUSA's Student Government without conflicting with this constitution. The by-laws shall be published as an addendum to the constitution.

### **Tuition Waiver By-Law Passed 9-8-94**

Executive Council and Student Council Positions as listed in Article III, Section IV will receive full in-state tuition waivers which will cover fall and spring semesters of the school year to which they are elected or appointed.

Other members of Student Government will be considered for full or partial tuition waivers or awards dependent upon individual involvement and contributions, and availability of funds. It is the goal of the Executive Council that all branches be given equal consideration and the available waivers will be awarded based on merit and accomplishments.

Non-Resident Waivers (not to exceed in-state portion of tuition as per state guidelines) will be awarded by the Executive Council to qualifying student government staff dependent upon involvement, commitment, and criteria established by the Executive Council and/or UVUSA Constitution.

At the discretion of the Executive Council, the above-mentioned waivers may be awarded at the beginning of the appropriate semester.

Note: New student tuition waivers will be used by the Student Council to recruit Student Government members in accordance with the guidelines established by the institution and will be awarded by the Executive Council at the beginning of fall and spring semester.

### **Executive Council Stipend By-Law Passed 8-23-96, Amended 4-21-16**

During the term of office, the elected Student Council members may accept or decline a full tuition waiver, a student fee waiver, and a stipend.

The Student Body President may accept or decline a stipend equal to no more than 28 hours per week at a wage set in consultation with the Director of Student Leadership and Involvement for the fall and spring terms of office. In order for the Student Body President to receive the stipend, they must be willing to hold office hours, attend activities, and attend meetings required for their position during the fall and spring semesters. The Student Body President may also be eligible for a stipend during summer semester as determined by the Executive Council in consultation with the Director of Student Leadership and Involvement.

The Vice Presidents on the Executive Council may accept or decline a stipend equal to 20 hours per week at a wage set in consultation with the Director of Student Leadership and Involvement for the fall and spring terms of office. In order for the Vice Presidents to receive their stipends, they must be willing to hold office hours, attend activities, and attend meetings required for their respective positions during the fall and spring semesters. The Vice Presidents may also be eligible for a stipend during summer semester as determined by the Executive Council in consultation with the Director of Student Leadership and Involvement.

Disputes arising from this policy will be adjudicated by the Student Council.

### **Student Council Appointment By-Law** **Passed 4-4-97**

Under the constitution of the Utah Valley University Student Association the appointment of Student Council positions will follow procedures outlined in Article III, Section V, C. the appointing committee shall consist of those individuals listed within that section.

The appointing committee shall present for ratification a list of proposed Student Council members no later than the last Thursday in April. The Student Council will then vote on the proposed future Student Council. Ratifications is by two-thirds majority vote from the quorum of Student Council. The Student Council may vote to approve the entire list of names submitted or to approve portions thereof. In case of disapproval of a submitted name the Student Council will send written notification to the appointing committee requesting another name. The entire process must be completed by commencement day of the current year.

### **Student Fee Allocation By-Law** **Passed 5-13-00**

Student fee allocation hearings will commence no later than the third week of January. Those departments that seek funding from student fees must present a listing of their needs for further funding. Each department will be given an allotted amount of time during a Student Council meeting to present their needs. If funds from student fees have been allocated to them in the past, they will be required to present information to adequately show where the student fees have been spent.

Upon hearing all requests, the Executive Council will ask the advice of all Student Council members for the new budget. Executive Council will then, in consultation with the Student Fee Board comprised of campus administrators, draft a budget for the upcoming year. Executive Council shall designate a meeting in which the budget will be presented, discussed, and approved upon, by the Student Council.

**Election Rules By-Law**  
**Passed 5-13-00**

The elections shall be conducted in accordance with the rules set forth in the Elections Packet. Any changes to the Elections Packet will be presented to the Student Council by the Parliamentarian and approved by a two-thirds vote.

**Appeal Form By-Law**  
**Passed 4-24-18**

The appeal form shall be drafted by the Executive Council no later than the first of September and presented to the Student Council for approval by a two-thirds vote. The appeal form will be valid for the entire term of the presiding Executive Council.

**Student Council Requirements By-Law**  
**Passed 4-24-18**

Student Council members will abide by the signed agreement titled, "Student Leadership & Involvement Requirements", along with the form titled "Behavior Agreement". These forms can be changed at the discretion of the UVUSA staff and the Executive Council members. The Student Council members shall also abide by the student code of conduct as established by the President's Council of Utah Valley University. Student Council members will sign these agreements when appointed to the position. Any violation of these agreements can result in dismissal by the Student Body President as outlined in Article III Section XIX.

**Inclusion Committee and Inclusion Ambassador Selection By-Law**  
**Passed 4-15-21**

Under the direction of the Vice President of Engagement, the Inclusion Chair will chair the Inclusion Committee. Members of the Inclusion Committee are selected by invitation from the Vice President of Engagement and the Inclusion Chair. A list of the student groups identified for participation in the Inclusion Committee will be maintained and updated by the Vice President of Engagement and Inclusion Chair on an annual basis and housed within the Department of Student Leadership and Involvement.

Each academic year, two students from the Inclusion Committee will be given the opportunity to be a part of Student Council, as Inclusion Ambassadors. These student leaders will be appointed by their respective student group. The opportunity to serve as an Inclusion Ambassador will cycle through two selected student groups actively participating in the Inclusion Committee each academic year. Unless there are three or fewer student groups participating in Inclusion Committee, student groups will not have a repeating position as an Inclusion Ambassador. As student groups are added to the Inclusion Committee, they will be put at the end of the cycle of rotation. If a student group declines to participate in the Inclusion Committee or have a student leader serve as an Inclusion Ambassador, they will be given another opportunity the following academic year.