



The University of Texas at San Antonio Student Government Association Constitution

PREAMBLE

We, the students of The University of Texas at San Antonio (UTSA), in recognition of our shared responsibility and partnership with the administration, faculty, and staff to fulfill the mission of UTSA, do hereby adopt and establish this constitution for The University of Texas at San Antonio Student Government Association.

ARTICLE I-NAME

The official name of this organization is The University of Texas at San Antonio Student Government Association, also referred to as the Student Government Association and SGA.

ARTICLE II-PURPOSE

The purpose of SGA is to serve as a voice and an advocate for the UTSA student body by:

1. Promoting student rights and responsibilities.
2. Promoting cooperation and partnership among the students, student organizations, and the University faculty, staff, and administration.
3. Promoting the interests of student life.
4. Promoting education and learning.
5. Reviewing and making recommendations on matters affecting the university community.
6. Providing for the exchange of information, ideas, and opinions.
7. Fostering a sense of university community.
8. Developing leadership opportunities for students.

ARTICLE III-MEMBERSHIP

The membership of SGA shall include all full-time and part-time students who are duly registered at UTSA.

ARTICLE IV-NON-DISCRIMINATION

SGA recognizes the benefit of diversity and adheres to a policy of openness for people of different races, ethnicities, gender, nationality, age, beliefs, abilities, sexual orientation, or other status as mandated by applicable law.

ARTICLE V-ORGANIZATION

The SGA shall be composed of three branches, the Executive Cabinet, the General Assembly, and the Judicial Branch. The governing body of the SGA shall be composed of a General Assembly made up of Senators from designated classes and colleges, and the Executive Cabinet. The General Assembly operates primarily through committees.

ARTICLE VI-GENERAL ASSEMBLY

The duties and responsibilities of the SGA General Assembly Shall Be:

- A. To represent and communicate the opinion and needs of the student body to the administration, faculty, staff, and other appropriate entities.
- B. To confirm justices to the SGA Judicial Branch, as appointed by the SGA President.
- C. To recommend to the student body proposals and programs that will strengthen the University Community.
- D. To refer to SGA Committees issues for research, study, evaluation, and possible solutions.
- E. To review, discuss, consider, and take any necessary action through legislation on all issues which concern the campus or students which are brought to the floor.
- F. To serve as an open forum where opinions on matters of concern can be exchanged.
- G. To approve the annual budget of the SGA and any spending that exceeds \$250 of the budgeted amount.
- H. To over-ride SGA Presidential vetoes as necessary to represent constituents.
- I. To ratify all decisions and confirm all appointments made by Executive Decision.
- J. To provide a representative voice for UTSA students.

ARTICLE VII-OFFICERS

- A. The Officers of SGA shall include a President, Vice President, Secretary, Treasurer, and Executive Senator.
- B. **Qualifications for Officers**
 - 1. Officers must be currently enrolled students at UTSA.
 - 2. Officers must have a minimum cumulative GPA requirement, prior to the first day of each semester.
 - a. Undergraduate must have a 2.25 GPA
 - b. Graduate students must have a 3.0 GPA
 - 3. Officers must remain in good standing, as defined in the Student Code of Conduct, with the University.
- C. Officers will be elected through a campus-wide election as outlined in the SGA By-Laws/Election Code, with the exception of the Executive Senator.
- D. The term of office shall be from the time of installation through the installation of a successor or vacancy.
- E. **Removal from Office**
 - 1. Elected officers are automatically removed from office:

- a. After one's term is concluded.
- b. By decision of the Judicial Branch.
- c. When no longer in good standing with the university.
- d. By failing to maintain GPA standards of office.
- e. When no longer enrolled in the university.

F. The President shall:

- 1. Serve as Chief Executive Officer of the SGA.
- 2. Represent SGA in meetings with other student government associations, the university president, institutions, business firms, agencies of the government, and the general public.
- 3. Appoints Directors of Programs.
- 4. Serve and/or appoint delegates to the University of Texas System Student Advisory Council.
- 5. Preside over meetings of the Executive Cabinet.
- 6. Report on SGA activities to the General Assembly.
- 7. Have the power to line-order veto legislation passed by General Assembly.
- 8. Approve or veto all legislation passed by the General Assembly within five(5) class days. Any bill not signed or vetoed within this time shall be considered approved.
- 9. Execute and enforce all legislation of the General Assembly.
- 10. Attend meetings of the University Assembly.
- 11. Fill vacancies in the Judicial Branch with 2/3 majority General Assembly approval.
- 12. Meet weekly with the SGA advisor(s).
- 13. Maintain a positive working relationship with other campus organizations.
- 14. Present a "State of the SGA" report in November and April to the General Assembly.
- 15. Provide a Written Report of the "State of the SGA" to the Vice President of Student Affairs and other appropriate administrators in November and April.
- 16. Brief and assist the incoming president of SGA.
- 17. Protect, defend, and uphold the SGA Constitution and By-Laws.
- 18. Act as a liaison between the students and administration of UTSA.
- 19. Serve office hours.
- 20. Attend meetings of the General Assembly as requested.
- 21. Nominate individuals to university committees.
- 22. Gather reports from students on university committees.
- 23. Ensure participation of students on university committees.
- 24. When possible, be present and act for SGA during all summer sessions. An exception can be made if another officer is willing to represent SGA during this time.
- 25. Create an agenda for the Executive Cabinet to be published at least 72 hours prior to each meeting of the Executive Cabinet.

26. Appoints General Assembly Committee Chairs with input from other Executive Officers.

G. The Vice President shall:

1. Preside over meetings of The General Assembly, voting only in the event of a tie.
2. Create the agenda for the General Assembly with assistance from the other Executive Officers.
3. Assume the duties and responsibilities of President in the absence or incapacity of the President; or, if the office of the President is vacant, until a special election can be held to fill the position.
4. Represent SGA in meetings with other student government associations, institutions, business firms, agencies of the government, and the general public.
5. Oversee the internal and external affairs of the SGA.
6. Install all members of the SGA.
7. Serve as an ex-officio member of all committees.
8. Protect, defend, and uphold the SGA Constitution and By-Laws.
9. Serve office hours.
10. Meet weekly with the SGA Advisor(s).
11. Appoint a Parliamentarian for the General Assembly.

H. The Treasurer shall:

1. Ensure all funds are spent according to budget created by the General Assembly.
2. Oversee use of any discretionary funds.
3. Create financial reports monthly.
4. Report on financial affairs of SGA to the General Assembly monthly.
5. Chair the General Assembly Finance Committee.
6. Protect, defend, and uphold the SGA Constitution and By-Laws.
7. Serve office hours.
8. Meet weekly with the SGA Advisor(s).

I. The Secretary shall:

1. Record minutes of the Executive Cabinet and General Assembly meetings and distribute them in time for the next meeting of that body.
2. Responsible for collecting and filing reports from General Assembly Committees and Executive Committees.
3. Record and track SGA correspondence.
4. Keep a record of membership and contact list.
5. Furnish minutes and reports upon request.
6. Track Committee membership.
7. Provide a schedule of meeting dates, times, and locations.
8. Publish agendas before each meeting of the General Assembly.

9. Manage office, work space, and all official publications including the SGA website.
10. Protect, defend, and uphold the SGA Constitution.
11. Meet weekly with the SGA Advisor(s).

ARTICLE VIII-THE EXECUTIVE CABINET

- A. The Executive Cabinet serves as advisors to the President and is comprised of the elected officers, the Executive Senator, and the SGA Advisor(s), ex-officio.
- B. The Executive Cabinet shall have authority over:
 1. Internal and external procedures and policies.
 2. Implementation of policies.
 3. Organization of events.
 4. Internal and External Public Relations.
 5. Leadership Development.
- C. The Executive Cabinet may meet in closed session when:
 1. Discussing personnel issues.
 2. Discussing individual students.
 3. Discussing other activities deemed to be confidential according to the UT System Handbook of Operating Procedures.
 4. In accordance with applicable federal and state law, and University of Texas System regulations.
- D. When appropriate and when allowed by this Constitution, and/or in order to run an effective and responsive organization, the Executive Cabinet shall make Executive Decisions. Executive Decisions are reserved for instances when it is not practical to call a meeting of the General Assembly and when the Constitution is vague and/or does not clearly instruct the Executive Cabinet as to an appropriate action.
 1. The General Assembly will have the authority to overturn an executive decision with at least a 2/3 majority vote.
 2. Executive Decision must be announced at the next General Assembly meeting.

ARTICLE IX-PROCEDURES FOR DECISION MAKING

- A. The Executive Branch shall recommend action to the General Assembly and Judicial Branch.
- B. Quorum shall be defined as a majority of occupied positions. Vacancies will not count when calculating quorum.
- C. The General Assembly shall pass legislation controlling and governing SGA activities.

1. Legislation shall consist of Bills, Resolutions, and Constitutional and By-Law Amendments.
 2. A bill is a call for action by the SGA on a matter that is within the SGA authority to implement.
 3. A resolution is an official statement of support for an action, policy, or idea that does not call for a specific action or is not within the jurisdiction of SGA.
 4. Legislation dealing with the operations of SGA will be considered a constitutional or by-law amendment, depending on the scope of the legislation.
 5. Constitutional and By-Law amendments may NOT be considered as emergency legislation.
- D. Any member of the General Assembly may present legislation during the General Assembly providing their legislation has been placed on the agenda of that meeting.
- E. Legislation requested as emergency legislation may be considered at the meeting where it is presented, and must pass the approval of a 2/3 majority of the General Assembly.
- F. The General Assembly shall approve the SGA budget simple majority vote.

ARTICLE X-VOTING ELIGIBILITY

- A. Voting members of the SGA General Assembly shall be all Senators and the Vice President, who votes only in the event of a tie.
- B. Members of the SGA General Assembly who have a voice, but no vote are:
1. The President
 2. The Secretary
 3. The Treasurer
 4. Appointed Committee Chairs and Program Directors
 5. Advisor(s)
- C. All students at UTSA, representatives or employees of the university, and members of the public are welcome to attend the General Assembly, as observers. A member of the General Assembly may yield the floor to a non-member to address the Assembly.

ARTICLE XI-THE GENERAL ASSEMBLY

- A. Each College or School population shall elect Senators. Each of the following categories shall be represented by at least one voting member in the General Assembly. For every 1000 students, each category shall receive one vote. No one category may have more than five Senators.
(For example, 1-1000 students equals one vote, 1001-2000 students

equals two votes, 2001-3000 equals three votes, 3001-5000 students equals four votes, 5001+ students equals five votes.) By Executive Decision, when the university adds colleges or when enrollment changes, the Executive Cabinet shall add new colleges to the Constitution or, when appropriate, make adjustments to the representation of the General Assembly in these categories. The representation shall be established through enrollment numbers as calculated on the census class day of the fall semester. These numbers will then be used until the following year.

1. Each Senator shall be elected by and from the students enrolled in:
 - a. College of Architecture
 - b. College of Business
 - c. College of Education and Human Development
 - d. College of Engineering
 - e. College of Liberal and Fine Arts
 - f. College of Public Policy
 - g. College of Sciences
 - h. Undeclared Majors
- B. Each class of students including graduate students shall elect Senators.
 1. Each Senator shall be elected by and from students in each classification:
 - a. Freshman (3)
 - b. Sophomore (3)
 - c. Junior (3)
 - d. Senior (3)
 - e. Graduate Student (3)
- C. To be qualified to hold a Senate position. A student:
 1. Must be registered as a student in good standing as defined by the Student Code of Conduct.
 2. Must have a minimum cumulative GPA requirement prior to the first day of each semester.
 - a. Undergraduates must have a 2.25 GPA
 - b. Graduate students must have a 3.0 GPA
 3. May not hold any additional other recognized SGA position, with the exception of Standing Committee Chair, and Executive Senator.
- D. Senators are responsible for:
 1. Representing the views of his/her constituents.
 2. Serving on at least one SGA committee.
 3. Make opportunities available for their constituents to share opinions and viewpoints. Sponsor and vote on legislation as necessary.
 4. Attending meetings of the General Assembly.
 5. Attending meetings of their committee.

6. Attending mandatory SGA events.
 7. Protect, defend and uphold the SGA constitution.
 8. Call a general referendum of the Student Body in order to render a decision on issues such as student fees or any state legislation.
 9. Represent SGA on University Committees as appointed.
 10. Over-ride SGA Presidential vetoes as necessary to represent constituents.
- E. The term of office shall be from the time of installation through the installation of a successor or vacancy.
- F. Electing an Executive Senator
At its first meeting after Spring elections, the General Assembly will elect from its membership an Executive Senator.
- G. The Executive Senator responsibility shall be to:
1. Act as a liaison between the General Assembly and the Executive Cabinet.
 2. Assume the duties and responsibilities of Vice President in the absence or incapacity of the Vice President; or, if the office of the Vice President is vacant, until a special election can be held to fill the position.
 3. Serve as an officer of the Executive Cabinet.
 4. Serve as an ex-officio member of all committees.
 5. Protect, defend, and uphold the SGA Constitution.
 6. Direct and guide the work of SGA in studying, formulating, and recommending to the University general policies and procedures concerning students.
 7. Represent SGA before student, faculty, staff, and administrative groups, committees, and commissions as requested.
 8. Assist Committee Chairs with the duties and responsibilities of the respective committees.

ARTICLE XII-GENERAL ASSEMBLY COMMITTEES

General Assembly Committees investigate student concerns and are open to all students. The committee chairs are appointed by the President in consultation with the other Executive Officers. The Committees are:

- A. The Academic Affairs Committee
1. Researches student concerns related to the administrative units reporting to the University Provost and Vice President of Academic Affairs as instructed by General Assembly.
 2. Recommends policy and actions to the Provost.
 3. Shall consist of at least five (5) Senators from the General Assembly.

4. Makes recommendations to General Assembly on what action should be taken to address student concerns.
5. Coordinates all efforts to address student concerns, with approval from the General Assembly, including Townhall Meetings, resolutions, petitions, etc.
6. Prepares a report summarizing the student body concerns, action taken, and subsequent results, for distribution to the University community.

B. The Student Affairs Committee

1. Researches student concerns related to the administrative units reporting to the Vice President for Student Affairs as instructed by General Assembly.
2. Recommends policy and actions to the Vice President for Student Affairs.
3. Shall consist of at least five (5) Senators from the General Assembly.
4. Makes recommendations to General Assembly on what action should be taken to address student concerns.
5. Coordinates all efforts to address student concerns, with approval from the General Assembly, including Townhall Meetings, resolutions, petitions, etc.
6. Prepares a report summarizing the student concern, action taken, and subsequent results, for distribution to the University community.

C. The Business Affairs Committee

1. Researches student concerns related to the administrative units reporting to the Vice President for Business Affairs as instructed by General Assembly.
2. Recommends policy and actions to the Vice President for Business Affairs.
3. Shall consist of at least five (5) Senators from the General Assembly.
4. Makes recommendations to General Assembly on what action should be taken to address student concerns.
5. Coordinates all efforts to address student concerns, with approval from the General Assembly, including Townhall Meetings, resolutions, petitions, etc.
6. Prepares a report summarizing the student concern, action taken, and subsequent results, for distribution to the University community.

- D. The University Advancement Committee
 - 1. Researches student concerns related to the administrative units reporting to the Vice President for University Advancement as instructed by General Assembly.
 - 2. Recommends policy and actions to the Vice President for University Advancement.
 - 3. Shall consist of at least five (5) Senators from the General Assembly.
 - 4. Makes recommendations to General Assembly on what action should be taken to address student concerns.
 - 5. Coordinates all efforts to address student concerns, with approval from the General Assembly, including Townhall Meetings, resolutions, petitions, etc.
 - 6. Prepares a report summarizing the student concern, action taken, and subsequent results, for distribution to the University community.

- E. The Finance Committee
 - 1. Shall recommend approval of any unbudgeted expenditures to the General Assembly for approval.
 - 2. Administers and distributes LeaderFund allocations.
 - 3. Shall create the SGA budget for approval by the General Assembly.
 - 4. Shall review and make recommendations on policies and procedures related to SGA finances.
 - 5. Shall be chaired by the Treasurer.
 - 6. Shall consist of at least five (5) Senators from the General Assembly.
 - 7. Shall coordinate forums with regard to Student Service Fees.

ARTICLE XIII-PROGRAMS

Programs and committees may be created by the Executive Cabinet to act for the Student Government.

ARTICLE XIV-JUDICIAL BRANCH

The Judicial Branch interprets the SGA Constitution and By-Laws.

- A. The Judicial Branch is comprised of five (5) justices.
 - 1. Justices are appointed by the President and approved by the General Assembly with a 2/3 majority vote.
 - 2. Justices terms expire upon resignation or impeachment.

- B. Qualifications
 - 1. Justices must be currently enrolled students at UTSA.
 - 2. Justices must have a minimum cumulative GPA requirement, prior to the first day of each semester.

- a. Undergraduate must have a 2.25 GPA
 - b. Graduate students must have a 3.0 GPA
- 3. Justices may hold no other positions in SGA.
- 4. Justices must be registered in good standing with the university as defined by the Student Code of Conduct.
- C. Removal from Office
 - 1. Justices are removed from office:
 - a. When no longer in good standing with the university.
 - b. Upon failure to maintain GPA standards of the office.
 - c. When they are found in violation of Constitution and By-Laws.
- D. The Judicial Branch shall remove members from office or impose other penalties:
 - 1. Given a preponderance of evidence for violations of the SGA Constitution and/or By-Laws.
 - 2. Given a evidence of violations of the Student Code of Conduct, as determined by the Office of Judicial Affairs.
 - 4. Given evidence of violations of federal, state, or local law, as dictated by the UTSA Office of Judicial Affairs.
 - 5. After following the outlined procedures.
- E. The Judicial Branch shall supervise and oversee elections per the Election Code found in By-Laws.
- F. The Justices shall elect from among themselves a Chief Justice to:
 - 1. Preside over meetings of the Judicial Branch.
 - 2. Maintain a written record of all judicial proceedings.

ARTICLE XV-REMOVAL FROM OFFICE

This article has been written to put into place a mechanism to remove an individual from office/position should the need arise. The University of Texas at San Antonio Student Government Association is an educational organization. As such, it is understandable that people will make mistakes from time to time and there may be varying degrees of commitment to the organization. Unfortunately, at times, commitment levels fall below a minimum expectation or there is a lapse in judgment that warrants action. Given these working tenets, it should be rare to have to forcefully remove someone from office/position and this article should be used as a last resort only after meeting with the individual to discuss the problem(s) and meeting with the individual in the presence of his/her advisor(s) to discuss the problem(s). Either of these courses of action are desirable and will be more developmental and educational. However, should these actions have no effect, it may become necessary to remove an individual from his/her office/position.

- A. Grounds for Removal from Office/Position
 - 1. An individual may be removed from office/position providing there has been:
 - a. Documentation of a meeting with the individual(s) involved.
 - b. Documentation of a meeting with the individual(s) with the Advisor present.
 - c. An opportunity for the individual(s) to resign.
 - 2. Causes for removal from office include, but are not limited to:
 - a. Neglect of duties.
 - b. Breach of the SGA Constitution and/or By-Laws.
 - c. Actions that reflect negatively on the SGA, but which may not constitute neglect of duties or a breach of the SGA Constitution and/or By-Laws.
- B. Any student shall have the right to initiate (using steps outlined under Article XXV) Judicial Branch proceedings to remove any Senator, Officer (appointed or elected), or Justice if they fail to meet the duties as prescribed in this Constitution and the By-Laws or if they are engaged in behavior that is detrimental to the SGA, The University of Texas at San Antonio, or its students, providing the steps outlined in this Constitution (Article XV, Section A) have been completed.
- C. A letter must be provided to the Judicial Branch through the Chief Justice and the SGA Advisors outlining the specific accusations. Once this has occurred, the Chief Justice will notify all individual(s) involved within five (5) class days of a scheduled hearing in front of the Judicial Branch.
- D. The hearing shall be called to order and shall proceed in the following manner:
 - 1. The Chief Justice shall read the charges against the accused individual, explain the rights of the parties and entertain questions from either party concerning the procedures to be followed;
 - 2. If there is a conflict of interest where a Justice may have a prior relationship with either of the parties involved in the hearing, the Justice will recuse themselves from the hearing.
 - 3. The accuser shall proceed to present evidence and witnesses in support of the accusations;
 - 4. The accused individual shall present evidence and witnesses in support of his/her defense to the accusations;
 - 5. Each party may then present rebuttal evidence;
 - 6. Argument may then be presented by each party; and the Judicial Branch will then decide the course of action to follow which could be any of the following:
 - a. Dismiss the charge.

- b. Remove from office.
 - c. Censure the individual and allow him/her to remain in office.
- 7. An accused individual who fails to appear in person at his or her hearing shall remain accountable. The hearing will be held without the accused individual's presence, and a decision will be rendered by the Judicial Branch.
- E. All Judicial Branch actions under this article require a simple majority vote of the Judicial Branch, and only the removal of officers must be ratified by a 2/3 majority vote of the General Assembly.

ARTICLE XVI-ELECTIONS

- A. General Elections shall occur every Fall and Spring semester as outlined in the Election Code. Successful candidates must receive a majority of the votes cast for each position to be declared the winner. If no candidate receives a majority, the top two candidates will go into a run-off election.
- B. General Elections shall be governed by the By-Laws/Election Code.
 - 1. The Election Code may be edited by the Judicial Branch with approval of a majority vote of the General Assembly.
- C. Special Elections
 - 1. Special Elections are called to fill elected positions in the event of removal or resignation from office.
- D. There shall be no constitutional provision requiring a minimum number of voters participating in any general or special election in order to validate the election.

ARTICLE XVII-MEETINGS

General Assembly

- A. **Regular Meetings**
The SGA General Assembly shall meet weekly during the academic year through the first study day of each semester, with the exception of official University breaks. The Vice President, with the consent of the General Assembly shall determine time, date, and place.
- B. **Called Meetings**
The Vice President may call special meetings by Executive Decision, as he/she deems necessary. Ten (10) senators may petition the Vice President to call a special meeting, providing the meeting is being requested at a reasonable time and a public notice of said meeting is posted within 24 hours of the meeting.

- C. **Quorum**
A simple majority of the voting members of the General Assembly shall constitute quorum. Vacancies will not count when calculating quorum.
- D. **Attendance**
If a member of the assembly fails to attend three (3) General Assembly meetings (unexcused absences) in any semester, that member shall lose his/her position in the General Assembly.
- E. The Vice President may remove anyone from a meeting of the General Assembly. This can be overturned by a two-thirds majority vote of the General Assembly.

Committees

- A. **Regular Meetings**
The SGA committees shall meet at least bi-weekly during the academic year through the first study day of each semester, with the exception of official University breaks. The Committee Chair shall determine time, date, and place.
- B. **Called Meetings**
The Committee Chair may call special meetings as necessary.
- C. **Attendance**
If a member of the committee fails to attend three (3) committee meetings (unexcused absences) in any semester, that member shall lose his/her position in the General Assembly.

Ad Hoc Committees

- A. Ad Hoc committees of the SGA General Assembly may be added for a period of no longer than one year by Executive Decision.

The Executive Cabinet

- A. Shall meet at least weekly.
- B. Shall meet at a time convenient for the majority of members.
- C. The President may call special meetings as necessary.
- D. The President must convene meetings of the executive cabinet.
- E. The Vice President, Treasurer, Secretary, Executive Senator, and SGA Advisors must attend meetings of the Executive Cabinet.
- F. The President may require Program Directors or other active members to attend meeting of the Executive Cabinet.
- G. A majority of the Executive Cabinet shall constitute a quorum.

The General Assembly

- A. Shall meet at least weekly.
- B. Shall meet at a time most convenient for the General Assembly.
- C. The Vice President, upon petition by ten (10) Senators, shall call special meetings of the General Assembly. The Vice President must contact all

Senators to advise them of the date, time, and location of the special meeting.

- D. The Vice President convenes and presides over meetings of The General Assembly.
 - 1. In the absence of the Vice President, the Executive Senator shall preside over the General Assembly meetings.
- E. Senators must attend meetings of the General Assembly.
- F. The General Assembly may compel the officers to give reports on the actions of the Executive Branch.
- G. The General Assembly shall provide a forum where any student may speak.

The Judicial Branch

- A. Shall meet as necessary.
- B. Shall meet at a time convenient for the majority of members.

ARTICLE XVIII-PARLIAMENTARY AUTHORITY

The rules contained in the latest version of Robert's Rules of Order shall govern the SGA in all cases to which they are applicable unless they are inconsistent with the Constitution and By-Laws of the SGA. This shall be executed by the Parliamentarian and may be appealed only to the Vice President during a General Assembly meeting.

ARTICLE XIX-FACULTY/STAFF ADVISOR

- A. Advisor(s) openings shall be filled with input from SGA members through processes outlined by the University.
- B. The SGA Advisor(s) shall:
 - 1. Maintain records required by the Board of Regents.
 - 2. Maintain records required by federal, state, and local governments.
 - 3. Maintain records required by the UTSA Administration.
 - 4. Be involved in all aspects of SGA.
 - 5. Provide advice and opinions on issues facing student government.
 - 6. Clarify student government's position to faculty, staff, and administration as necessary.
 - 7. Assist in planning events for SGA.
 - 8. Refrain from overriding the SGA, its actions, and/or its members, with the exceptions of possible violations of University Policy, as well as violations of local, state, and/or federal laws, or in instances of severe liability exposure to the organization and University.
 - 9. Verify expenditures of the SGA and manage its account.
 - 10. Meet regularly with the SGA officers
 - 11. Verify grades of recognized SGA positions a minimum of one time in January and one time in June.
 - 12. Aid in the continuity of the organization by attending SGA meetings and by being available for advice and consultation.

13. Inform the SGA President and/or the General Assembly when the SGA may be taking an action that could violate applicable laws and/or policies.
14. Be appointed by the Vice President for Student Affairs.

ARTICLE XX-EXECUTIVE OFFICER STIPENDS

Executive Officers of SGA are paid a stipend based on their completing the requirements of their positions. The amount of the stipends and how the stipend will be disbursed is outlined in the By-Laws.

ARTICLE XXI-DISBURSMENT OF ORGANIZATION ASSETS

- A. Upon the dissolution of SGA:
 1. Assets should be placed in trust by the Vice President for Student Affairs.
 2. These assets should be disbursed to the next students' association recognized by the Board of Regents.

ARTICLE XXII-FINANCES

- A. Student Government receives funding from the Student Services Fee.
- B. The General Assembly Finance Committee and the Treasurer shall prepare and defend the SGA budget to the Student Services Fee Committee.
- C. The Treasurer shall maintain records of the budget and all expenditures.
- D. Budgeted expenditures shall be disbursed with the approval of the Treasurer and the SGA Advisor(s).
- E. Unbudgeted expenditures in excess of \$250 shall be disbursed with the approval of the General Assembly, the Treasurer, and the SGA Advisor(s).

ARTICLE XXIII-BY-LAWS

The SGA will establish By-Laws as necessary. Upon their ratification, they become a part of this constitution.

ARTICLE XXIV-AMENDMENTS

- A. Amendments to this Constitution take effect after:
 1. A notice of proposed amendments to the Constitution of the SGA are given in the General Assembly agenda and have be considered at no fewer than two meetings of the SGA General Assembly.
 2. A copy of the proposed amendments are distributed with the agenda. They are also provided to the Vice President of Student Affairs and/or his/her designees for feedback.
 3. A 2/3 majority vote of The General Assembly.

4. Amendments must then go to the Student Body for approval following procedures outlined for general elections.
5. The approval of the Vice President for Student Affairs
6. The approval of the President of UTSA
7. The approval of the appropriate Vice Chancellor of the UT System.

ARTICLE XXV: INITIATIVE & REFERENDUM

- A. Members of the Student Body shall have the right of statutory initiative.
 1. An initiative shall be defined as original legislation proposed by any member of the Student Body.
 2. Should a member or members of the Student Body wish to propose legislation for a vote of approval by the entire Student Body, they shall notify the SGA President in writing and thereafter be given thirty days to petition the Student Body to bring said initiative to a vote.
 3. Should the number of signatures collected from among the Student Body, by the petitioner(s) within the prescribed time limit, be equal to at least three percent (3%) of the registered students at UTSA, and verified, said initiative shall then be brought to the student body following procedures outlined for general elections and providing at least a fourteen (14) calendar day notification. The election must occur within thirty (30) calendar days of the verification.
 4. A majority of the total ballots cast by the Student Body shall be necessary for approval of the initiative.
- B. Members of the Student Body shall have the right of referendum.
 1. A referendum shall be defined as a vote by the Student Body, requested by petition, upon any matter voted upon by the Student Government Association.
 2. Matters related to student fees do not require petition and automatically go before the Student Body following procedures outlined for general elections.
 3. Should a member or members of the Student Body wish to subject a proposition to a vote of approval by the entire Student body, they shall: notify the President in writing within two (2) weeks of a Student Government Association vote of said proposition, and there after be given thirty days to petition the Student Body to bring said proposition to a referendum.
 4. The General Assembly may, by a majority vote allow a referendum vote by the Student Body without the petitioning of the Student Body.
 5. Should the number of signatures collected from among the Student Body, by the petitioner(s) within the prescribed time limit, be equal to at least five percent (5%) of the registered students at UTSA, and verified, said initiative shall then be brought to the student body following procedures outlined for general elections and providing at

least a fourteen (14) calendar day notification. The election must occur within thirty (30) calendar days of the verification.

6. Should the petition fail to meet the requirements necessary to enact a referendum, the original decision of the Student Government Association shall stand as binding.
7. A majority of the total ballots cast by the Student Body in the referendum election shall be necessary for approval of the referendum.

ARTICLE XXVI: SUMMER SESSIONS

The summer sessions of the University of Texas at San Antonio are not considered regular session for the General Assembly. Student Government business during the summer sessions shall occur by Executive Decision and will be reported at the first meeting of the General Assembly in the fall.

ARTICLE XXVII-RATIFICATION

The Constitution shall be considered ratified upon approval of the SGA General Assembly, the UTSA Student Body, the Vice President of Student Affairs, the UTSA President, and the Executive Vice Chancellor of the UT System.

Following the ratification, the election process outlined will begin in the 2006 Spring Elections. This Constitution and Associated By-Laws render all previous SGA Constitutions and By-Laws null and void.

This Constitution and By-Laws were ratified on April 6, 2006.