



**SOUTHERN UTAH UNIVERSITY**  
**Policies and Procedures**

**Policy # 11.1**  
**Date Approved: 05/03/91**  
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**Reviewed w/no Changes:**  
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**SUBJECT: CONSTITUTION OF THE SOUTHERN UTAH UNIVERSITY  
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**PREAMBLE**

SECTION 1: We, the students of Southern Utah University (or SUU), to create a fair and representative student government, do hereby establish this constitution (herein "Constitution") for the Southern Utah University Student Association (or SUUSA) (see Article I for definition of SUUSA).

SECTION 2: The purpose of Student Government inside SUUSA (See Article II Section 1 for definition) is to:

- A. Promote unity within SUUSA;
- B. Voice student concerns to SUU Administration;
- C. Review and make recommendations concerning student fees;
- D. Support student involvement and activities;
- E. Promote quality education in all aspects of student life;
- F. Represent the student body in the decision-making and policy-development processes as prescribed in University policy;
- G. Communicate with all its members; and,
- H. Provide leadership opportunities to its members.

**ARTICLE I**  
**Membership**

All matriculated full- and part-time, undergraduate and graduate Southern Utah University students paying the full corresponding fees shall be members of SUUSA. When this Constitution refers to the membership or members of SUUSA it is referring to this population of students.

**ARTICLE II**  
**SUUSA Governance**

SECTION 1: SUUSA shall be governed by six [6] interdependent bodies comprised of elected and appointed officers. These bodies are: the Executive Council, the Presidential Cabinet, the Academic Senate, the Clubs and Student Leadership Council [CSL Council], the Student Activities Board [STAB], and the Judicial Council. Collectively these groups are referred to as "SUUSA Student Government" throughout this document.

SECTION 2: In order to be eligible to apply for an appointed position, run for an elected office, and/or hold and maintain any elected or appointed position or office within SUUSA Student Government, an individual shall:



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- A. Be matriculated as a student at SUU;
- B. Subject to the provisions in the SUUSA Governance Bylaws, be enrolled in and maintain at all times a minimum of twelve [12] semester hours as an undergraduate student or nine [9] semester hours as a graduate student;
- C. Possess and maintain a minimum cumulative GPA of 2.75 on a 4.0 scale to apply for and/or run for an elected or appointed position. During the academic year he or she is in office, elected and appointed officials shall maintain a 3.0 minimum semester GPA on a 4.0 scale. Failure to maintain the requisite semester GPA will result in automatic dismissal from said position and/or office; and
- D. Not have any pending or unresolved misconduct case (including outstanding sanctions) at SUU.

SECTION 3: Elections for the officers of SUUSA Student Government will be held pursuant to the time frame outlined in the SUUSA Election Bylaws.

SECTION 4: The elections shall be governed by this Constitution and the SUUSA Election Bylaws that are created, reviewed and revised by the SUUSA Academic Senate.

SECTION 5: An elected officer shall not assume office or duties until he or she has taken the Oath of Office.

SECTION 6: Appointed offices in SUUSA Student Government shall be filled after the completion of the general election or as the need arises following resignation, graduation or impeachment and removal, or under similar circumstances. An appointed officer will not have the authority to act in his or her official capacity until the SUUSA Academic Senate has approved his or her appointment and he or she has taken the Oath of Office.

SECTION 7: The Oath of Office for all SUUSA Student Government officers shall be administered by the Chief Justice, or an Associate Justice who is currently seated on the Judicial Council. The Oath of Office is administered at an inaugural event that shall take place no later than April 30. The Oath of Office will first be administered to all elected SUUSA officers. The newly sworn-in SUUSA Academic Senate will then conduct a special senate meeting to ratify all newly appointed officers at this inaugural event. The SUUSA Executive Council will present the names for each appointed position within their respective governing body to the SUUSA Academic Senate. After the ratification, the Oath of Office will then be administered to the newly ratified officers at this same inaugural event. In the event an elected or appointed officer cannot attend the inaugural event or in the case of an appointment made necessary by resignation, impeachment and removal, graduation, or under similar circumstances, the Oath of Office should be administered within two weeks of the



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appointee's approval by the Academic Senate and in the presence of two [2] or more witnesses. The Oath of Office may not be taken by proxy.

SECTION 8: The Oath of Office is administered by having the newly elected or appointed officer raise his or her right hand and repeat these words:

"I, (stated name), do solemnly affirm that I will faithfully execute the office of (stated office) and will, to the best of my ability, uphold and defend the Constitution of the Southern Utah University Student Association and the laws of the State of Utah."

SECTION 9: At no time shall any appointed or elected officer concurrently hold more than one [1] office in of SUUSA Student Government.

**ARTICLE III**  
**The Executive Council**

SECTION 1: The Executive Council of SUUSA Student Government is comprised of the following elected officers: The SUUSA President, the Academic Vice President, the Clubs and Student Leadership Vice President, and the Activities Vice President. The president shall also appoint a Controller and an Executive Assistant/Chief of Staff to serve the Executive Council.

SECTION 2: Officers of the Executive Council are popularly elected by SUUSA during an annual election.

SECTION 3: The SUUSA President and each SUUSA Vice President shall have one [1] vote on all matters taken up by the Executive Council.

SECTION 4: The Executive Council shall determine how student fees, designated for SUUSA use, will be allocated among the six [6] governing bodies of SUUSA. These allocations shall be subject to ratification by the SUUSA Academic Senate.

SECTION 5: The Executive Council shall implement policies and procedures for the fair and orderly use of identified student space, equipment, and resources.

SECTION 6: All executive powers and responsibilities are vested in the SUUSA President. The SUUSA President shall:

- A. Act as the official representative of SUUSA on and off campus;
- B. Preside over the Executive Council;



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- C. Appoint and preside over a cabinet of his or her choosing charged with administrative responsibilities determined by the SUUSA President;
- D. Supervise all SUUSA budgets;
- E. Review all bills and resolutions from the SUUSA Academic Senate.. The SUUSA President may exercise veto power pursuant to Article VIII.
- F. Serve as an Ex Officio member of the Southern Utah University Board of Trustees;
- G. Manage all staff members employed by SUUSA Student Government;
- H. Assume additional duties and responsibilities as determined necessary by the Executive Council, Southern Utah University policy, or SUU's President's Council;
- I. Ensure that the governing bodies and officers of SUUSA comply with all recordkeeping provisions and applicable state law [See Article XII]; and
- J. Appoint students to university-wide committees as prescribed by SUU policy.

SECTION 7: The President's Cabinet – The SUUSA President shall develop an application and interview process to screen eligible candidates for Presidential Cabinet appointments. The SUUSA President may determine the offices of his or her Cabinet in consultation with the Executive Council. The president shall submit his prospective appointments to the SUUSA Academic Senate for its ratifying vote. The Presidential Cabinet may have no more than nine [9] Directors at any one time. All appointments to the Presidential Cabinet must receive three-fourths [3/4] of the votes cast in the SUUSA Academic Senate to hold office. Failure to garner the necessary votes will result in the appointment being voided.

SECTION 8: The Academic Vice President shall:

- A. Serve as the President of the Academic Senate:
  - 1. Train new Senators;
  - 2. Enforce the bylaws, rules of order, and policies established to govern the operations of the Senate;
  - 3. Appoint senators to serve on university-wide committees in need of student representation; and
  - 4. Appoint new senators in the event of a vacancy.
- B. Preside over the SUUSA Academic Senate during the removal process following an impeachment of an SUUSA officer unless he or she is the impeached officer;
- C. Serve as a non-voting member of the Southern Utah University Dean's Council;
- D. Serve as the chairperson and spokesperson for the Constitutional Amendment Committee [CAC] (see Article X);
- E. Act as a steward over all monies allocated to the SUUSA Academic Senate for its use; and
- F. Assume additional duties and responsibilities as assigned by the SUUSA President, Executive Council, and Academic Senate.



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**SECTION 9: The Clubs and Student Leadership [CSL] Vice President shall:**

- A. Serve as the President of the Clubs and Student Leadership Council [CSL Council]:
  - 1. Train CSL Directors;
  - 2. Enforce the bylaws, rules of order, and policies established to govern the operations of the CSL Council and recognized student clubs and organizations; and
  - 3. Appoint new Directors in the event of a vacancy.
- B. Coordinate training for recognized student clubs and organizations;
- C. Maintain the official club calendar in concert with the Activities Vice President;
- D. Act as a steward over all monies allocated to the CSL Council ;
- E. Assume additional duties and responsibilities as assigned by the SUUSA President and Executive Council;; and
- F. Appoint a designated successor from within the appointed CSL Directors.

**SECTION 10: The Activities Vice President shall:**

- A. Preside over the Student Activities Board [STAB]:
  - 1. Appoint and train STAB Directors,
  - 2. Enforce the bylaws, rules of order, and policies established to govern the operations of STAB.
- B. Coordinate the master calendar for SUUSA Student Government and SUUSA;
- C. Serve on the university-wide scheduling committee;
- D. Act as a steward over all monies allocated to STAB;
- E. Assume additional duties and responsibilities as assigned by the SUUSA President and Executive Council; and
- F. Appoint a designated successor from within the appointed STAB Directors.

**SECTION 11: In the event of vacancies within the offices of the Executive Council, the following shall occur:**

- A. If the office of SUUSA President, Academic Vice President, Clubs and Student Leadership Vice President or Activities Vice President is vacated for any reason after the individual is elected in spring semester but before the start of the academic school year in fall semester, then the first runner-up from the recent election for the position that was vacated shall assume the office.
- B. If the office of SUUSA President, Academic Vice President, Clubs and Student Leadership Vice President or Activities Vice President is vacated outside the time period prescribed above, or in the event there is not a runner-up from the previous election or the runner-up declines to assume the position, the following shall occur:



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1. If the office of SUUSA president is vacated, the Academic Vice President shall assume the office of SUUSA President and the President Pro Tempore of the Academic Senate shall become the SUUSA Academic Vice President.
  2. If the office of Academic Vice President is vacated, then the President Pro Tempore of the Academic Senate shall assume the office.
  3. If the office of Clubs and Student Leadership Vice President is vacated, then the designated successor from the Clubs and Student Leadership Council shall assume the office. If the office of SUUSA Activities Vice President is vacated, then the designated successor from STAB shall assume the office.
  4. If the offices of SUUSA President and Academic Vice President are concurrently vacated, then the Clubs and Student Leadership Vice President shall assume the office of SUUSA President, and the remaining vacancies shall be filled according to Article III, Section 11 A and B.
- C. If the offices of SUUSA President, the Academic Vice President, and the Clubs and Student Leadership Vice President are concurrently vacated, then the Activities Vice President shall assume the office of SUUSA President, and the remaining vacancies shall be filled according to Article III, Section 11 A and B.
- D. The abovementioned succession plans shall not permit the seating of an appointed executive officer before seating a generally elected officer. Therefore, every generally elected Vice President shall have priority to succeed the SUUSA President before any appointed officer.
- E. The vacancy of a member of the Executive Council does not automatically release the positions appointed by that Executive Council member.
- F. In the event that these succession plans are untenable, the Director of Student Involvement and Leadership and the Vice President for Student Services shall nominate any member of SUUSA who is eligible [See Article I & Article II Section 2] to serve in these respective capacities. Such nominations are subject to the three-fourths [3/4] approval of the SUUSA Academic Senate.

**SECTION 12:** The SUUSA Executive Council shall have the power to make all regulations and institute all procedures which shall be necessary and proper for executing the abovementioned powers, responsibilities and privileges, and all other powers vested by this Constitution in the SUUSA Executive Council or officer thereof.

**ARTICLE IV**  
**The Academic Senate**

**SECTION 1:** The SUUSA Academic Senate is composed of one [1] Senator elected to represent each school and/or college of Southern Utah University.



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SECTION 2: In the event that a college or school is eliminated or consolidated or a new college or school is created, composition of the Senate shall be reconfigured to accommodate the change in institutional structure so that each existing school or college retains one [1] Senator in the SUUSA Academic Senate.

- A. The exception to Article IV Section 1 and 2 is the Southern Utah University School of Continuing and Professional Studies (SCPS) and the University College (UC).
- B. When a new school or college is created, a special election must be held to elect one [1] Senator from that college or school.
- C. When a school or college is eliminated its one [1] Senator will be permitted to continue serving until the end of the semester in which the college or school was eliminated.

SECTION 3: To be eligible to run for and to hold the office of Senator, a member of SUUSA must satisfy the eligibility requirements enumerated in Article I and Article II Section 2 and be accepted in or be majoring in an academic discipline within the college or school he or she is seeking to represent. A student desiring to run as Senator that is double majoring within two academic colleges or schools must choose only one college or school in which to run as an elected officer.

SECTION 4: If the office of Senator is vacated for any reason after he or she is elected in spring semester but before the start of the academic school year in fall semester, then the first runner-up from the recent election for the position that was vacated shall assume the office. If the office of Senator is vacated outside the time period prescribed above, or in the event there is not a runner-up from the previous election or the runner-up declines to assume the position, the Academic Vice President will appoint a new Senator. The newly appointed Senator shall be ratified by three-fourths [3/4] vote from the SUUSA Academic Senate.

SECTION 5: Senators are elected to office by receiving a plurality of votes cast by students enrolled in the college or school they are seeking to represent. Each student may cast one [1] vote for a senatorial candidate within his or her respective college.

SECTION 6: Students double majoring in academic disciplines housed in two different colleges or schools may cast one [1] vote for a senatorial candidate within each respective college or school in which their majors are housed. Students double majoring in academic disciplines housed in the same college or school may cast only one [1] vote for a senatorial candidate. Open Option [undeclared major] students or students majoring in an interdisciplinary program may choose one [1] college or school in which they would like to vote.



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SECTION 7: In the event a Senator changes his or her major to an academic discipline housed in a college or school different from the one he or she was elected to represent, or graduates and continues studying within the SUU School of Graduate Studies, the Senator will be required to resign his or her office at the time the change in major is effective. The Academic Vice President will appoint a new Senator in the manner outlined in this Constitution.

SECTION 8: To assist in its operations, the Academic Senate may institute, initiate and maintain bylaws, rules of order, policies, committees and sub-committees.

SECTION 9: The Academic Senate shall elect a President Pro Tempore, from among its members, to assist the Academic Vice President and serve in the office of Academic Vice President during the Vice President's absence SECTION 10: The Academic Senate shall:

- A. Ratify all SUUSA Student Government appointments by three-fourths [3/4] of the votes cast. These votes shall occur no later than two [2] weeks after the Academic Senate receives notice of the appointment while it is in session. A negative ratification vote shall void the appointment;
- B. Ratify the allocation of student fees designated to SUUSA Student Government as prescribed by the Executive Council;
- C. Establish all election policies and procedures through the implementation of the SUUSA Elections Bylaws;
- D. Pass bills and resolutions for the benefit of SUUSA;
- E. Approve funding proposals following the guidelines found in the SUUSA Funding Policy;
- F. Appropriate funds that have been allocated to the SUUSA Academic Senate, by the Executive Council, for the benefit of SUUSA;
- G. Participate in the amendment process of the SUUSA Constitution by voting on all duly submitted constitutional amendments [See Article X];
- H. Issue official opinions that reasonably represent the sentiments and perspectives of SUUSA;
- I. Adjudicate the removal process following the impeachment of an SUUSA officer [see Article IX, Section 5]; and
- J. Assist the Executive Council in drafting funding criteria for the allocation of SUUSA funds. The criteria should be ratified by the Academic Senate no later than two [2] weeks after the start of the Fall Semester.

SECTION 11: The Academic Senate shall execute the abovementioned responsibilities during its weekly session/meeting or during special sessions/meetings when there is a





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quorum present. A quorum of the Academic Senate is present when there are two-thirds [2/3] of its members gathered for the purpose of conducting business.

**SECTION 12: Each Senator shall:**

- A. Serve on committees within the Academic Senate;
- B. Serve on university-wide committees to which he or she has been assigned by the Academic Vice President;
- C. Advocate for his or her constituents by researching and drafting bills and resolutions and maintaining regular hours to meet with constituents;
- D. Acting as a steward over all monies allocated to the Academic Senate;
- E. Volunteer and participate in activities hosted by SUUSA Student Government;
- F. Assume other duties as assigned by the Academic Vice President;
- G. Train incoming Senators; and
- H. Select Department Representatives to represent the individual departments within each college or school.

**ARTICLE V**  
**The Clubs and Student Leadership Council**

**SECTION 1:** The Clubs and Student Leadership Council (CSL Council) is comprised of Directors appointed by the Clubs and Student Leadership Vice President. CSL Council may have no more than nine [9] Directors at any one time. Directors may be assigned to coordinate specific events (e.g. Club Fairs, Club President Trainings, Leadership Trainings, etc.) or oversee specific functions (e.g. marketing, community outreach, scheduling, funding assistance, etc.).

**SECTION 2:** To be eligible to hold the office of a CSL Director, a member of SUUSA must satisfy the eligibility requirements enumerated in Article I and Article II Section 2 and be a member of a student club or organization.

**SECTION 3:** Appointments to the CSL Council shall be based on an application and interview process developed by the CSL Vice President in consultation with the Executive Council. Applications will be made available after a CSL Vice President has been elected. Each appointment must be approved by three-fourths [3/4] vote by the Executive Council



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and ratified by three fourths [3/4] of the votes cast in an SUUSA Academic Senate session. A negative ratification vote will result in the appointment being voided.

SECTION 4: To assist in its operations, the CSL Council may institute, initiate and maintain bylaws, rules of order, policies, committees and sub-committees.

SECTION 5: The CSL Council has authority and jurisdiction over recognized student clubs and organizations. Such authority and jurisdiction shall require the CSL Council to fulfill the following duties and responsibilities:

- A. Draft, adopt and implement policies and procedures to support student clubs and organizations;
  - 1. Develop an application procedure for chartering and re-chartering student clubs and organizations;
  - 2. Develop a system for the coordination, maintenance, and annual reconciliation of student club and organization financial accounts;
  - 3. Create a system to disburse funding to deserving student clubs and organizations;
  - 4. Develop a tracking system for club membership wherein club membership rosters are collected at the beginning of the fall and spring semesters of each academic year; and
  - 5. Issue statements that express the collective opinion of student clubs and organizations;
- B. Appropriate funds that have been allocated to the CSL Council, by the Executive Council, for the benefit of student clubs and organizations;
- C. Assist the CSL Vice President in his or her efforts to provide training to all clubs and organizations as well as club leaders and advisors; and
- D. Serve student clubs and organizations by helping them develop campus events and activities and providing administrative support for these efforts.

SECTION 6: A CSL Director shall:

- A. Advocate for his or her constituents by helping student clubs and organizations fill out funding proposals, support club activities and maintain office hours;
- B. Administer trainings for student club leaders and advisors;
- C. Act as a steward over all monies allocated to the CSL Council;
- D. Volunteer and participate in activities hosted by SUUSA Student Government ;
- E. Assume other duties as assigned by the CSL Vice President.

**ARTICLE VI**



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**The Student Activities Board**

SECTION 1: The Student Activities Board [STAB] is comprised of Directors appointed by the Activities Vice President as outlined below. STAB may have no more than nine [9] Directors at any one time.

SECTION 2: Students may be appointed to STAB if they satisfy the eligibility requirements enumerated in Article I and Article II Section 2.

SECTION 3: Appointments to STAB shall be based on an application and interview process developed by the Activities Vice President in consultation with the Executive Council. Applications will be available after an Activities Vice President has been elected. Each appointment shall be approved by three-fourths [3/4] vote by the Executive Council and ratified by three fourths [3/4] of the votes cast in an SUUSA Academic Senate session. A negative ratification vote will result in the appointment being voided.

SECTION 4: To assist in its operations, STAB may institute, initiate and maintain bylaws, rules of order, policies, committees and sub-committees.

SECTION 5: STAB shall have the following duties and responsibilities:

- A. Plan, prepare, and host social, educational, and philanthropic events/activities that are available for every member of SUUSA;
- B. Collaborate and cosponsor events/activities with student clubs and organizations as well as schools, colleges and departments on campus;
- C. Present its budgets and expenditures to the Executive Council for their review each month;
- D. Assist in the maintenance of the SUUSA master calendar; and
- E. Recruit student volunteers to assist with event management as outlined in the SUUSA Governance Bylaws.

SECTION 7: A STAB Director shall:

- A. Attend event planning and coordinating meetings;
- B. Fulfill assignments given by the Activities Vice President;
- C. Attend sponsored and co-sponsored events and activities;
- D. Responsibly manage the monies allocated in support of his or her assignments;
- E. Assume other duties as assigned by the Activities Vice President;
- F. Train incoming directors; and
- G. Volunteer and assist with other activities sponsored by SUUSA Student Government.



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**ARTICLE VII**

**The Judicial Council**

SECTION 1: The Judicial Council consists of a Chief Justice and four [4] Associate Justices.

SECTION 2: A member of SUUSA may be eligible for appointment to the Judicial Council if he or she satisfies the eligibility requirements enumerated in Article I and Article II Section 2.

SECTION 3: The SUUSA President shall develop an application and interview process to screen eligible candidates for Judicial Council appointments. Following the application and interview process, the SUUSA President will select Justices for vacancies on the Judicial Council and forward his or her selections to the Academic Senate for approval. Appointments will be approved by receiving three-fourths [3/4] of the votes cast in an Academic Senate meeting. Failure to garner enough votes will result in the appointment being voided.

SECTION 4: The term of an Associate Justice on the Judicial Council shall last no longer than three [3] years. Each year, an Associate Justice must reapply for this position. The Chief Justice, whom is selected from among the Associate Justices, serves a one-year term and may be re-appointed on a yearly basis.

SECTION 5: Upon accepting an appointment to the Judicial Council and receiving approval from the Academic Senate, the student must agree to waive his or her right to participate in meetings that could potentially conflict with his or her duties as a Justice.

SECTION 6: The Judicial Council shall have the jurisdiction and authority to hear and decide all grievances filed against any officer or governing body of SUUSA, and shall have the authority to review the SUUSA Constitution, all SUUSA policies regardless of which body has implemented them including all governing body bylaws and rules of order.

SECTION 7: The Judicial Council shall :

- A. Hear and decide duly filed grievances against appointed and elected officers of SUUSA Student Government ;
- B. Hear and decide duly filed grievances against student clubs and organizations;
- C. Hear and decide violations of the elections bylaws;
- D. Certify and publish election results;
- E. Other responsibilities as outlined in the SUUSA Governance Bylaws;



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- F. Periodically reviewing the SUUSA Constitution, governing body bylaws, and all policies and procedures to ensure they are consistent with each other and this Constitution;
- G. Serving as student representatives on the University Committee for Student Discipline ; and
- H. Establish bylaws to govern the review, interpretation, waiver and adjudication processes.

**SECTION 8: The Chief Justice of the Judicial Council shall :**

- A. Preside over the Judicial Council during their regular meetings, and during the review and hearing process unless he or she is the subject of review or has had a grievance filed against him or her;
- B. Administer the Oath of Office to all appointed and elected officers of SUUSA;
- C. Act as the spokesperson for the Judicial Council; and
- D. Preside over the impeachment and removal of any elected official or any Associate Justice unless he or she is the individual being impeached and removed.

**SECTION 9:** In the event that the Chief Justice or an Associate Justice decides to run for an elected office or apply for an appointed position within SUUSA Student Government, he or she must resign his or her position on the Judicial Council before seeking another office.

**ARTICLE VIII**

**Presidential Vetoes and Veto Overrides**

**SECTION 1:** Any bill, resolution, funding proposal or policy passed by a majority of the SUUSA Academic Senate or CSL Council shall take effect when it is signed by the SUUSA President.

**SECTION 2:** The SUUSA President has the authority to veto any bill, resolution, funding proposal, or policy passed by the SUUSA Academic Senate or CSL Council. A vetoed measure must be returned to the governing body from which it emanated, accompanied by the reasons for vetoing the measure and any recommendations the SUUSA President may have for improving the measure. Reasons and recommendations must be shared in a written memorandum.

**SECTION 3:** The SUUSA Academic Senate or CSL Council may override a Presidential veto on any bill, resolution, funding proposal, or policy by passing the exact same measure with a three-fourths [3/4] vote. With an affirmative override vote, the measure will take effect.



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- A. Vetoed measures cannot be amended and then passed by three-fourths [3/4] vote. An override can only be applied to a measure that remains unchanged.
- B. When necessary, Presidential recommendations should be used by the SUUSA Academic Senate or CSL Council to create a new bill, resolution, funding proposal, or policy that complies with recommendations provided.

SECTION 4: Should the SUUSA President fail to sign or veto a bill, resolution, funding proposal, or policy within four [4] school days of receipt, the measure will automatically become effective on the next day. **ARTICLE IX**

**Impeachment and Removal**

SECTION 1: An officer of SUUSA Student Government may be impeached for:

- A. A violation of this Constitution, any SUU policy, handbook, code of conduct or municipal, state and federal law;
- B. A violation of the Election Bylaws or other applicable bylaws; or
- C. Failure to satisfy the duties and responsibilities of one's office as specified by this Constitution.

SECTION 2: The impeachment process is comprised of the following steps:

- A. Petition to impeach
  - 1. A member of SUUSA may initiate the impeachment process by filing a petition with 100 names, corresponding T-numbers and signatures with a Justice of the SUUSA Judicial Council.
    - i. The petition must present Judicial Council with legible signatures and corresponding printed, legal names accompanied by each student's T-number so their status as a member of SUUSA may be verified.
    - ii. The petition must specifically state the alleged violation of policy so a student signing the petition can make an informed decision as to whether he or she wants to sign.
  - 2. The petition must be verified by the Judicial Council no later than one week after it was received by the Justice.
- B. Formation of an impeachment committee
  - 1. If the petition is verified as complete and legitimate, the Chief Justice shall form an impeachment committee within two [2] school days of verifying the petition. The Committee shall consist of:
    - i. The Chief Justice of the Judicial Council;



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- ii. The Academic Vice President, the Clubs and Student Leadership Vice President, and the Activities Vice President;
- iii. Three [3] SUUSA Senators;
- iv. Three [3] Directors from within SUUSA Student Government;
- v. Two [2] Associate Justices;
- vi. Two [2] students selected at large.
  1. A majority of the impeachment committee must be present in order to conduct official business.
2. The Chief Justice shall choose the Senators, Directors, Associate Justices and at-large students in an effort to appoint an unbiased committee.
3. No one being considered for impeachment may be a member of the impeachment committee.
4. The Chief Justice shall serve as the chair and spokesperson of the impeachment committee and shall only be able to vote in the event the impeachment committee is evenly divided. In the event that the Chief Justice is absent, the SUUSA President shall appoint an interim Chief Justice for purposes of these proceedings.
5. In the event the Chief Justice is being considered for impeachment, Director of Student Involvement and Leadership shall select an impartial officer of SUUSA to serve as the chair and spokesperson for the impeachment committee.

**C. Review and Evaluation of the Allegation**

1. The impeachment committee shall undertake deliberations on the validity and merit of the allegations, and should thoroughly review and evaluate all the available evidence.
2. At the conclusion of the deliberation, the Chief Justice shall conduct a secret ballot vote of the impeachment committee. If the majority of impeachment committee members find merit in the allegation, then the officer shall be impeached.
3. The review and evaluation of the allegation shall take no longer than 10 school days commencing from the time the impeachment committee is formed.

Official notice of the impeachment committee's decision shall be given in writing to the accused officer and the Academic Vice President within 48 hours of the decision, and the notice shall initiate the removal process.

**SECTION 6: The removal process is comprised of the following steps:**

**A. Academic Senate Hearing**



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1. Upon the Academic Vice President receiving official notice of the Impeachment Committee's decision, he or she will schedule a special session of the Academic Senate to hold a hearing to determine removal of the impeached officer. This special session will be scheduled so as to provide the impeached officer with at least five (5) school days to prepare for the hearing, and must occur during a week when classes are in session. Written notice of the date and time of the special session will be given to the impeached officer once the special session is scheduled.
2. The special session will provide the impeached officer the opportunity to hear the evidence and arguments being presented against him or her, and also to present evidence in his or her favor.
3. The impeached officer may have an advisor help prepare and attend the hearing with him or her. An advisor may not speak or directly advocate for the accused officer during the hearing so as to prevent undue influence being exerted by a person in an authoritative role.
4. The Academic Vice President shall preside over the hearing unless he or she is the impeached officer for whom the session has been called. In the event the Academic Vice President has been impeached, the President Pro Tempore shall preside over the meeting.
5. A quorum of the SUUSA Academic Senate must be in attendance at the special session in order for the hearing to commence. At least one [1] SUU administrator involved with Student Services shall be present at the hearing.
6. This special session of the Academic Senate shall not be open to the public.
7. The session shall proceed according to the following format:
  - i. Once the session is called to order by the presiding officer, the administrative assistant to the Academic Vice President shall read the allegation from the petition to impeach and also read the decision of the impeachment committee.
  - ii. The impeached officer shall be allotted a reasonable amount of time to present any evidence, argument, or witness to the Academic Senate. Senators will have an opportunity to ask any questions following the impeached officer's presentation.
  - iii. Following the questions, the impeached officer will be allowed to provide a summation and any closing remarks he or she feels will be helpful to the Academic Senate prior to its deliberations.
  - iv. Following the impeached officers summation, he or she will be required to leave the hearing so the Academic Senate can debate the merits of the accusation and determine the appropriate outcome. The debate shall alternate between proponent and opponent speeches and will be governed by the Academic Senate's adopted rules of order.





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- v. After the debate, the presiding officer shall put the question of removal to the Academic Senate and conduct a vote.
  - vi. All votes will be collected and the presiding officer will announce the result of the vote. Only a vote of three-fourths [3/4] of the votes cast in the Academic Senate hearing will result in the removal of the impeached officer.
8. All proceedings of the Academic Senate's removal hearings are confidential. Only the Academic Senate's decision will be made public.

**B. Official Notice of the Academic Senate's Decision**

- 1. The presiding officer shall draft a letter and provide a copy of the hearing minutes to the impeached officer regardless of the outcome.
- 2. When the Academic Senate's decision results in removal, the letter shall also include notice of an opportunity to appeal.

**SECTION 7: The Appeal Process**

- A. An impeached and removed officer of SUUSA may appeal the Senate's decision to the Dean of Students. Appeals must be filed within one week of the Academic Senate's decision.
- B. The impeached and removed officer may only appeal the Academic Senate's decision if he or she believes there was a violation of due process and/or he or she has additional evidence that was not available before or during the Academic Senate's hearing.
- C. An appeal to the Dean of Students shall be the final step. The Dean of Students determination will be final and may either uphold or reject the Academic Senate's decision.
- D. In the event the Dean of Students rejects the Academic Senate's decision, the impeached officer shall retain his or her office.

**SECTION 8:** Throughout the impeachment, removal, and appeal process, the accused officer may continue to function in his or her official capacity and receive the benefits of his or her office.

**SECTION 9:** Once a decision to remove has been confirmed at all levels, the impeached and removed officer shall have all benefits of his or her office revoked.

**SECTION 10:** The Executive Council, by a three-fourths [3/4] vote, may release appointed officials from their positions and revoke all associated benefits without the impeachment and



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removal process. The only exception shall be the Justices of the Judicial Council who must be impeached and removed. **ARTICLE X**

**Constitutional Amendments**

SECTION 1: Amendments to this Constitution shall be considered by the Constitutional Amendment Committee [CAC] composed of the following individuals:

- A. The Academic Vice President [Chairperson and Spokesperson];
- B. The Clubs and Student Leadership Vice President;
- C. Three [3] Senators appointed by the Academic Vice President;
- D. Three [3] Directors appointed by the Clubs and Student Leadership Vice President;
- E. One [1] Director from the Student Activities Board appointed by the Activities Vice President;
- F. Two [2] members of the SUUSA Presidential Cabinet;
- G. Two [2] students appointed at large by the SUUSA President.

The majority of the CAC must be present in order to conduct official business. Each member shall have one [1] vote on all items submitted to them.

SECTION 2: Any member of SUUSA may propose an amendment to this Constitution.

- A. Proposed amendment(s) not made by the CAC must be accompanied by a petition signed by at least ten [10] percent of the total SUUSA membership.
- B. The petition must include the following information:
  - 1. The amendment(s) must be clearly written so students wishing to support the measure can make an informed decision;
  - 2. A brief explanation of why the amendment(s) is being offered; and
  - 3. Each student's signature, printed legal name and T-number for the purpose of verifying the legitimacy of the petition.
- C. The written amendment(s) and petition shall be submitted to the SUUSA Academic Vice President for verification and consideration.

SECTION 3: Proposed amendment(s) from the CAC shall be forwarded to the SUUSA Academic Senate for its consideration.

SECTION 4: If the Academic Senate agrees to the amendment(s) as presented to them, it will be forwarded to the President's Council for their consideration. If the Academic Senate does not agree with the amendment(s) as it is presented to them, then the Academic Senate should (1) commit or refer the amendment(s) back to the CAC or the sponsor of the petition for



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further revisions with its recommendations noted or (2) postpone the amendment(s) indefinitely. Any revisions to the amendment(s) after being committed back to the CAC should be forwarded to the President's Council to ascertain their agreement.

SECTION 7: Once the CAC, the Academic Senate, and the President's Council agree on the amendment(s) the membership of SUUSA shall have the opportunity to approve or disapprove the amendment(s) during the general election or a special election called for the purpose of amending this Constitution. If the amendment(s) fails to garner the support of a majority of the SUUSA membership voting in the election, the amendment(s) is voided and cannot be reintroduced during the same academic year it was placed on the ballot. If the amendment(s) garners the support of a majority of voters voting in the election, the amendment(s) shall be incorporated into this Constitution and this Constitution shall go to the SUU Board of Trustees for its approval. Should the Board of Trustees reject this Constitution as amended it is void and cannot be reintroduced until the next academic year.

**ARTICLE XI**

**Ratification and Review of the SUUSA Constitution**

SECTION 1: The SUUSA Constitution will be ratified by:

- A. A three-fourths [3/4] vote of the Academic Senate;
- B. A three-fourths [3/4] vote of the Executive Council;
- C. The SUU President's Council;
- D. A majority vote of the SUUSA membership voting in the election; and
- E. The SUU Board of Trustees.

SECTION 2: Once ratified by the abovementioned entities, this Constitution shall be effective on July 1, 2013 with the stipulation that currently elected and appointed positions shall remain in office until the completion of their term.

SECTION 3: The entire SUUSA Constitution shall undergo an official review by the officers of SUUSA every three [3] years following July 1, 2013.

- A. During a review year, the SUUSA President shall appoint a committee of three [3] members from each of the five [5] governing bodies of SUUSA.
- B. The committee shall be formed by a newly elected SUUSA President during the first month [April] of his or her term of office. The formation of the committee should take place during the spring so the appointed officers have the summer to review and consider the strength of this Constitution.



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- C. At the beginning of the immediately ensuing fall semester, the Review Committee will meet and recommend amendments, if any, to the Constitutional Amendment Committee [CAC]. The amendment process will then proceed as outlined in this Constitution [See Article X].

**ARTICLE XII**  
**Transparency in Governance**

SECTION 1: The governing bodies and officers of the SUUSA Student Government will follow the Utah Open Meetings Act and the Government Records and Access Management Act [GRAMA].

SECTION 2: All bills, resolutions, applications for funding, receipts, meeting minutes, and other documents will be kept on file for four [4] years and be available for public inspection. The SUUSA President shall have the responsibility to ensure this recordkeeping occurs, and may assign a member of his or her cabinet to oversee this function [See Article III Section 7].