

DIXIE STATE UNIVERSITY STUDENT ASSOCIATION

Student Association Constitution

The Constitution for the DSUSA outlines Rights, Organizational Structure, Powers, and Amendment Process. Last revised 29 July, 2013.

PREAMBLE

We, the students of Dixie State University, by virtue of the power granted by the students and Board of Trustees at Dixie State University, establish this constitution in order to fully represent all phases and aspects of Student Government on campus. All actions of the Dixie State University Student Association, referred to as DSUSA, shall be in accordance with the provisions of this constitution.

ARTICLE I - Student Association

ARTICLE II - Student Rights

ARTICLE III - Organization

ARTICLE IV - Reserved Powers

ARTICLE V - Amendments

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ARTICLE I. STUDENT ASSOCIATION

Section A. Name - The name of the association shall be the "Dixie State University Student Association," hereafter referred to as DSUSA.

Section B. Membership - The membership of DSUSA shall consist of all currently enrolled students of the University who pay student fees.

Section C. Power - The power and authority of DSUSA shall rest with the members of DSUSA as a body, as delegated to the official Student Government under the articles of this constitution.

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

1. Reasons for recalling individuals must be based on performance of their duties as an officer and/or constitutional violations.
2. A petition bearing the signatures of ten percent of the DSU student body must be submitted, which explicitly names individuals or actions of Student Government to be recalled and includes reasons for such actions. The petition must contain information that can verify the signatures are those of currently enrolled students.
3. Reasons for recall, as well as the time and location of an open forum to discuss these reasons and related issues, shall be posted in conspicuous places around the campus and on the DSUSA website.
4. Reasons for recall and related information must appear in the school paper at least two issues prior to voting in accordance with ARTICLE I.D.5.
5. Hold a general election with the following required criteria:
 - a. Polls must be open for a minimum of two school days.
 - b. Two-thirds of the ballots must be in favor of recalling the member, members, or decision of Student Government.
 - c. 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.
 - d. Ballots shall allow students to recall members or decisions separately, ensuring students can express a desire to recall one individual and yet demonstrate support for another.

ARTICLE II. STUDENT RIGHTS

Section A. The rights of membership in DSUSA shall consist of the following:

1. The right to vote in all general elections conducted by DSUSA.
2. The right to attend any DSUSA meeting with the exception of those meetings declared as Executive Session.
3. The right of any member of DSUSA to present a legitimate matter before the Executive Council, Student Senate, or Club-Council under each council's rules and procedures.
4. The right to participate in all student programs and activities sponsored by DSUSA.
5. The right to become a candidate for any office in DSUSA after meeting qualifications as stipulated in Article III.L & III.M.
6. The right to request for inspection: minutes, list of budgets, transactions of Student Government, and receive requested information within a reasonable time and under reasonable circumstances.
7. The right to appeal the decision of the Executive Council to the Student Senate or Club Council via the appeal form process.
8. Additional rights as stipulated in the Student's Rights and Responsibilities or DSU Code of Conduct.

ARTICLE III. ORGANIZATION

Section A. Student Government- The Student Government shall be comprised of the Executive Council, Student Senate, Student Life Board, Public Relations Board, and the Club Council.

Section B. The Executive Council

1. The Executive Council shall be comprised of the following members:
 - a. Student Body President, oversees all aspects of DSUSA
 - b. Vice President of Academics, chairs the Student Senate
 - c. Vice President of Clubs, chairs the Club Council
 - d. Vice President of Student Life, chairs the Student Life Board
 - e. Vice President of Public Relations, chairs the Public Relations Board
2. The Student Body President, the Vice President of Academics, and the Vice President of Clubs are elected by the student body during spring semester each year as per election bylaws.
3. The Chief Justice or his/her designee will chair an Elections Committee to regulate and monitor the elections process. The Chief Justice will appoint a minimum of five other members and one DSUSA advisor to the committee. The elections process will be conducted in accordance with the Elections Rules and Bylaws.
4. The Executive Council will ratify assistants and committees to serve under each respective body of government by a majority vote.
5. All members of Executive Council are voting members. The Student Body President serves as Chair of the Executive Council and votes only to break a tie.

Section C. Executive Council Powers- The Executive Council shall retain the following powers in DSUSA:

1. The DSUSA Student Body President shall have the power to enforce all policies passed by the Executive and Student Councils.

2. The Student Body President shall have the power of line item veto and to veto resolutions passed by the Student Senate or Club Council, within four days of its passing, and must provide written notification to those organizations. The bill will then be sent to the opposite branch for amendments and recommendations; after which, the bill must be approved again through the normal process.
3. The Student Body President, Vice President of Academics, and Vice President of Clubs shall have the power to conduct interviews and appoint remaining Executive Council and Student Council members under the advisement of the Director of Student Involvement & Leadership and the Dean of Students.
4. The Student Body President shall have the power to chair an Appointing Committee to fill appointed positions within Student Government. The committee should include the Student Body President, the Vice President of Academics, the Vice President of Clubs, the Director of Student Involvement & Leadership, and the Dean of Students.
5. The Executive Council shall retain the power to appoint members to the Student Senate, Club Council, Student Council, and to ratify committee positions as needed.
6. The Executive Council shall prepare the annual Student Government budget and submit it to the Student Council for review and approval.
7. The Vice President of Academics shall chair the Student Senate, establish Senators, and have the power to act upon responsibilities so delegated to this office by the Student Body President.
8. The Vice President of Clubs shall chair the Club Council, establish club committees' representatives, and have the power to act upon responsibilities so delegated to that office by the Student Body President.
9. The Vice President of Student Life shall chair the Student Life Board, select Student Life chairs, and have the power to act upon responsibilities so delegated to that office by the Student Body President.
10. The Vice President of Public Relations shall chair the Public Relations Board, select managers and have the power to act upon responsibilities so delegated to that office by the Student Body President.

Section D. Student Council

1. The Student Government officers serving as members of the Student Council are as follows:
 - a. Student Body President
 - b. Vice President of Academics
 - c. Vice President of Clubs
 - d. Vice President of Student Life
 - e. Vice President of Public Relations
 - f. Senate Pro Tempore
 - g. Club Pro Tempore
 - h. Student Life Delegate
 - i. Public Relations Delegate
 - j. Chief Justice
2. The Student Body President shall preside over the Student Council and will chair all Student Council meetings, unless otherwise delegated.
3. Student Council members shall be appointed to their offices as stipulated in Article III.C.3.

Section E. Student Council Powers - The Student Council shall retain the following powers in DSUSA:

1. To be a recommending and discussion body for the Executive Council.
2. To recall any decision made by the Executive Council to both the Senate and Club Council by a 2/3 majority vote.
3. The Student Council will substantially operate under and follow parliamentary rules as defined in the latest edition of *Roberts Rules of Order*.
4. After the recall, the amended decision will be carried out by 2/3 majority vote of the Senate and Club Council.

Section F. The Student Senate

1. The Student Body President and Vice-President of Academics will appoint senators to represent the academic departments on campus.
2. The Student Senate will be chaired by the Vice President of Academics.
3. Each senator will chair a committee comprised of department representatives and students at large respective to the senator's job description.
4. The Student Senate will be comprised of the following members:
 - a. Vice President of Academics
 - b. Education
 - c. Health Sciences Senator
 - d. Business Senator
 - e. Fine and Performing Arts Senator
 - f. Math and Biology Senator
 - g. Communication Senator
 - h. Humanities Senator
 - i. Computer Information Technology Senator

Section G. The Executive Council may modify this section of the Constitution by adding or removing Senators as the growth and progress of Dixie State University dictates. Any changes or additions must be in direct correlation to institutional changes.

**For additional clarification of policies and procedures refer to the Senate Bylaws outlining powers and responsibilities.

Section H. The Club Council - The Club Council shall be composed of representatives of all chartered clubs of DSUSA.

1. A. The Club Council shall be chaired by the Vice President of Clubs
2. To apply as a candidate for Vice President of Clubs or as a Club Representative, the following two requirements must be met:
 - a. Be nominated by a club through the submission of a signed statement of club members.
 - b. Be an active member of a club for at least two semesters, which may include the spring semester in which the member applies for the position.
3. The Club Council will be comprised of the following members:
 - a. Vice President of Clubs
 - b. Athletics and Recreation Club Representative
 - c. Academic Development Club Representative
 - d. Health/Science Club Representative
 - e. Student Organizations Club Representative
 - f. Non-Traditional Student Representative
 - ***
 - g. Multi-Cultural/Diversity Representative

4. Selection of Club Representatives will represent each area of Clubs as defined in the ICC Bylaws.

5. The responsibilities for each club representative shall be determined in consultation with the Vice President of Clubs based on the number of clubs in each of the broad categories outlined above.

**For additional clarifications of policies and procedures refer to the Club Council Bylaws outlining powers and responsibilities.

Section I. Student Life Board

1. The Student Life Board meetings will be chaired by the Vice President of Student Life unless otherwise delegated.

2. The Student Life Board shall be comprised of the following members.

a. Vice President of Student Life

b. Social Events Chair

c. Public Events Chair

d. Spirit Chair

3. Each chair of the Student Life Board shall oversee a committee comprised of three to five students at large respective to the chairperson's position description.

4. The Vice-President of Student Life will select a chair each semester to be the Student Life Delegate to attend Student Council meetings.

5. All expenditures must receive prior approval by the Vice-President of Student Life and/or the Student Body President.

**For additional clarifications of policies and procedures refer to the Student Life Bylaws outlining powers and responsibilities.

Section J. Public Relations Board

1. The Public Relations Board meetings will be chaired by the Vice-President of Public Relations unless otherwise delegated.

2. The Public Relations Board shall be comprised of the following members:

a. Vice President of Public Relations

b. Multi-Media Manager

c. Print Media Manager

d. Publicity Manager

e. Marketing Manager

3. Each manager of the Public Relations Board shall oversee a committee comprised of three to five students at large respective to the chairperson's job description.

4. The Vice-President of Public Relations will select a chair each semester to be the Public Relations Delegate to attend Student Council meetings.

5. All expenditures must receive prior approval by the Vice-President of Public Relations and/or the Student Body President.

** For additional clarifications of policies and procedures refer to the Public Relations Board Bylaws outlining powers and responsibilities.

Section K. Service Board

1. The Service Board will be chaired by the Vice-President of Service unless otherwise delegated

2. The Service Board shall be comprised of the following members:

1. Vice-President of Service

2. Service Admin. Assistant

3. Campus Relations Leadership

4. Community Engagement Leadership
5. Special Events Leader
3. All expenditures must receive prior approval by the Vice-President of Public Relations and/or the Student Body President.

Section L. Qualifications and requirements for Offices in DSUSA - Any student seeking an office within DSUSA must meet the following criteria:

1. Credits

- a. The Student Body President and the Vice Presidents of Service, Student Life, Academics, Clubs and Organizations, and Public Relations must have a total of 24 completed collegiate credits to be elected or appointed to office. ~~(Credits can be completed during the spring or summer semesters prior to the year that the office will be held.)~~
- b. Other appointed offices, i.e. Student Senators, Club Representatives, Public Relation Managers, Student Life Chairs, and the Executive Administrative assistant, must have completed 12 collegiate credits.
- c. Non-executive administrative assistants, the involvement coordinator, and committee members can have as few as 0 collegiate credits.
- d. Throughout the term of office, all officers must be currently enrolled in, and successfully complete a minimum of 12 credit hours per semester.
 - i. A failing (F) or incomplete (I) grade will not be considered “successfully completed.”

2. GPA

- a. In order to be elected or appointed office within DSUSA, candidates must possess a minimum cumulative grade point average of 2.5 (2.75 for Student Senate).
- b. Throughout the term of office, all officers must maintain a minimum semester grade point average of 2.5 (2.75 for Student Senate), summer term excepting.

3. Other Requirements

- a. 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 bylaws.

Section M. Terms of Office

1. The term of office for all elected officers shall be one full year, beginning the day of the annual Dixie Awards usually held in April of each year.
2. The elected officers shall take an "Oath of Office" administered by the DSU's president or his/her designee as follows:
 - a. *I (name) do solemnly swear (or affirm) that I will uphold the constitution of the Dixie State University Student Association and faithfully administer the responsibilities of (state the office) of the Dixie State University Student Association in good faith with high standards of honesty and integrity.*

Section N. Dismissal - Failure to comply with the requirements as stated in this constitution shall result in immediate dismissal of the violating Student Government member or candidate. All appeals will be presented before the Student Council who will then recommend action to the Executive Council.

Section O. Finances

1. The Student Fee Allocation Committee (SFAC) will recommend to the Student Council the allocation of student fees. The SFAC will be chaired by the Student Body President. The Vice-President of Academics, Vice-President of Clubs, Vice-President of Student Life, Vice-President of Public Relations, and two students at large serve as voting members.

**For additional clarification of policies and procedures of the allocation of student fees, refer to the SFAC bylaws.

2. During spring semester, the Director of Student Involvement & Leadership shall make recommendations to the newly elected Executive Council regarding the DSUSA Council budget. The Executive Council will develop, formulate, and approve the annual budget and forward it to the Student Council for ratification, and the Dean of Students for review.

3. At the close of each fiscal year, all accounts shall be balanced to zero and excess finances shall be moved into the general Executive Council Account.

4. All financial transactions must follow all applicable state law, campus policy, and guidelines. Appropriate approval by designated account managers must also be secured prior to the expenditure of student fee funds.

ARTICLE IV. RESERVED POWERS

Section A. Impeachment

1. Impeachment proceedings against any elected officer may be initiated by any member of DSUSA in conjunction with a two-thirds vote by Student Council, or a petition signed by at least ten percent of the members of DSUSA.

a. Impeachment proceedings may be instituted for any of the following reasons:

i. Failure to fulfill the duties of office as constituted by the contract signed immediately after oath into office.

ii. Malfeasance in office.

iii. Failure to meet minimum cumulative or semester GPA.

iv. Failure to complete a minimum of 12 credit hours per semester.

v. Violation of the Dixie State University Code of Conduct.

vi. Failure to attend two or more DSUSA meetings and activities without notice or excuse of absence.

2. Impeachment hearings will be conducted by the Judicial Council within the two week period of the impeachment request.

3. The Student Council will render a researched and written recommendation to the Executive Council within the two week period, determining whether or not the constitution has been violated.

4. Final impeachment decisions must be carried by a three-fourths majority vote of the Student Council.

5. Final powers not specified herein are reserved, with discretion, to the Student Council.

6. A petition by the general student body may be processed against the appointed position on the DSUSA Executive Council. Upon submission of the petition, the elected officials will review the accusations and take appropriate action.

Section B. Vacancies - Vacancies in Executive Council shall be filled as follows:

1. The Student Body President's position shall be filled by the Vice President of Academics.

- a. If the Vice President of Academics is unable to fill the vacancy, the position shall be filled by the Vice President of Clubs.
- b. If the Vice President of Clubs is unable to fill the vacancy, the order of succession shall be as follows: **Vice President of Student Life, Public Relations or the Vice President of Service.**
- c. Upon the event where no Vice President is able to fulfill the duties of President, the Chief Justice shall act as chair over the DSUSA until the Dean of Students and the Director of Student Involvement appoints a new President.

2. Any vacancy within an appointed position shall be filled according to Article III.C.3.

3. In the event of a vacancy of the Vice President of Clubs, they shall be replaced in the process outlined in Article III, Section XIV. The Student Body President shall act as the chair in the process.

ARTICLE V. AMENDMENTS - The DSUSA shall recognize two amendment processes.

Section A. Amendments Effecting DSUSA as a Whole

1. If an amendment effects all branches of the DSUSA, it shall abide by the following process:

a. Amendments to this constitution may be initiated by a majority vote of the Student Council or by a petition bearing the signatures of ten percent of DSUSA.

b. Notification - A proposed amendment shall meet the following criteria before a concurring vote of DSUSA:

i. The proposed amendment shall be posted in conspicuous locations throughout the campus for seven days prior to voting.

ii. The proposed amendment shall be published in the school newspaper at least seven days prior to voting.

iii. An open forum shall be held for the members of DSUSA to discuss a proposed amendment.

c. Ratification - Amendments shall become part of this constitution upon a majority vote of those students voting in a general or special election, and then approved by the Executive Council.

Section B. Grammatical and Departmental Amendments - Amendments with the objective to:

1. Amendments to this constitution concerning grammatical changes or changes that apply directly and exclusively to a department within the student government shall abide by the following sequential process:

a. Grammatical corrections such as punctuation, sentence structure, formatting, spelling, and capitalization may be proposed by any member of DSUSA and corrected by any assigned member of Executive Council without having to follow the below items **b** through **h**. The final edited version must be reviewed and approved by the Student Body President, Chief Justice, and Director of Student Involvement and Leadership.

b. Amendment(s) may be proposed by any member of the DSUSA.

c. The proposed amendment(s) must be approved by the affected department and supported by the Vice President of the affected department.

- d.** The proposed amendment(s) must be approved by the Chief Justice.
- e.** The proposed amendment(s) shall be reviewed by the Dean of Students and the Director of Student Involvement and Leadership, who shall review and offer recommendations for the proposed amendment(s).
- f.** The proposed amendment(s) shall be voted upon by the Student Senate and the Intercollegiate Club Council and must receive a majority vote from both the Student Senate and Club Council.
- g.** The proposed amendment(s) shall be voted upon by the Student Council and must receive a majority vote.
- h.** The proposed amendment(s) shall move to the desk of the Student Body President who shall retain the right to either pass the proposed amendment(s) or veto the proposed amendment(s).

ARTICLE VI. BYLAWS - A set of bylaws shall be established by the Executive Council. Anything to be included in, added to, or deleted from the bylaws must receive a two thirds vote from the quorum of Student Council. The purpose and content of the bylaws shall be to define the mechanics of running the affairs of DSUSA's government without conflicting with