



Student Government of Seattle University Constitution

The following is the Constitution of the Student Government of Seattle University, herein referred to as SGSU.

Preamble

We, the undergraduate students of Seattle University, have the inherent right to establish an association that ensures the expression and protection of student rights, interests, concerns, and opinions. We involve students in a constructive partnership in the operations of the University, and serve a significant role in the formation, implementation, and application of institutional policy affecting both Academic and Student Affairs of undergraduate students, and promote the internal welfare and unity of the student community. Therefore, we hereby ordain and establish this Constitution for the Student Government of Seattle University.

Mission Statement

As the elected representation of the Seattle University undergraduate student body, the Student Government of Seattle University (SGSU), formed in harmony with the University's mission, is the official voice and advocate for students. SGSU communicates with students regarding their collective and constituent interests, promotes opportunities for student leadership and involvement, assists in the development of a cohesive undergraduate community, and provides the undergraduate community with political and financial support.

Article I: Name and Office

Section 1: The name of the association under this constitution shall be the "Student Government of Seattle University," referred to herein as SGSU.

Section 2: The principal office of SGSU is located in the Student Center at Seattle University, referred to herein as the University.

Article II: Constituents

Section 1: SGSU shall only have one kind of constituent. Constituents for SGSU are those students currently classified at the undergraduate level at Seattle University. The undergraduate level includes those students who are admitted through the undergraduate admissions process and are pursuing a program of study which will result in a Seattle University undergraduate degree, certificate, or completion of a prescribed set of prerequisites required for entry into a specific degree program.

Section 2: Constituent membership shall commence starting the first day students are admitted to the University and shall end immediately prior to the first day of the next academic quarter, unless renewed by continuing admission and enrollment at the University.

Section 3: Constituents who withdraw or are expelled from the University shall lose constituent membership immediately.

Section 4: The rights of constituents are as follows:

1. Vote in all SGSU elections.
2. Be elected to hold an SGSU Officer position.
3. Be appointed as an SGSU delegate to a committee.
4. Attend meetings of SGSU.
5. Attend events and activities sponsored by SGSU.
6. Have reasonable access to all records concerning SGSU, except those records that are deemed to be injurious to a student's reasonable right to privacy in a personnel or disciplinary matter.

Section 5: SGSU and its officers do not discriminate on the basis of race, color, religion, sex, national origin, age, disability, marital status, sexual orientation, political orientation, or status as a veteran in the administration of SGSU organization, the selection of officers and appointees, other SGSU-

administered policies and programs, or in employment related policies and practices.

Article III: SGSU Officers

Section 1: The elected Executive Officers of SGSU shall be:

1. President
2. Executive Vice President
3. Vice President of Finance
4. Vice President of University Affairs

Section 2: Each person seeking to become or remain as an Executive Officer must be a constituent of SGSU.

Section 3: The Executive Officers shall be elected by a plurality (i.e. the highest number of votes for any one candidate designates the winner) at the duly held annual Spring Election conducted in accordance with the SGSU Constitution, SGSU Bylaws, and the SGSU Elections Code.

Section 4: The term of office for Executive Officers shall be one year, starting at the beginning of the last SGSU Representative Assembly meeting of the academic year in which they were elected.

Section 5: The elected Representative Officers of SGSU shall be:

1. At-Large Representative (2)
2. Athletic Representative
3. Commuter Representative
4. First-Year Representative (2)
5. International Representative
6. Junior Representative
7. Multicultural Representative
8. Non-Traditional Representative
9. Senior Representative
10. Sophomore Representative
11. Students with Disabilities Representative
12. Transfer Representative

Section 6: Each person seeking to become or remain as a Representative Officer must be a constituent of SGSU. Each person seeking to become or remain as a Representative Officer must meet the candidate eligibility

requirements for their respective SGSU Officer position.

Section 7: The term of office for Representative Officers elected in the Fall shall be less than one year, starting at the beginning of the first SGSU Representative Assembly meeting after the Fall Election and ending at the beginning of the last SGSU Representative Assembly meeting of the academic year in which they were elected. The term of office for Representative Officers elected in the Spring shall be one year, starting at the beginning of the last SGSU Representative Assembly meeting of the academic year in which they were elected.

Section 8: The appointed Staff Officers of SGSU shall be:

1. Chair of External Affairs
2. Chair of Internal Affairs
3. Civic Engagement Chair
4. Elections Chair

Section 9: Each person seeking to become or remain as a Staff Officer must be a constituent of SGSU.

Section 10: With the exception of the Elections Chair, the term of office for Staff Officers hired in the Spring shall be one year, starting at the beginning of the last SGSU Representative Assembly meeting of the academic year in which they were hired and ending at the beginning of the last SGSU Representative Assembly meeting of the academic year in which they were elected. The term of office for Staff Officers selected after Spring quarter shall be less than one year, starting at the beginning of the first SGSU Representative Assembly meeting after being hired and ending at the beginning of the last SGSU Representative Assembly meeting of the academic year in which they were hired.

Section 11: One student may not concurrently hold more than one permanent office within SGSU.

Section 12: Executive, Staff and Representative Officers shall be entitled to seek election and hold office for successive terms.

Section 13: SGSU Officers shall receive compensation. Each Representative Officer shall receive equal compensation for each quarter. Each Vice President Officer shall receive equal compensation per quarter. In the case of Mid-Term

Appointments, all officers elected in the fall, and resignations, compensation shall be prorated¹ by the number of weeks they held office that quarter.

Article IV: Elections

Section 1: On each matter submitted to a vote of the constituents, each constituent shall be entitled to cast one vote.

Section 2: The University will provide a list of constituents to SGSU. This list will serve as the list of students currently eligible to vote in the SGSU Elections.

Section 3: SGSU will hold two general elections; one in the fall quarter and one in the spring quarter.

Section 4: SGSU delegates authority to the Elections Commission for all SGSU Elections. The Elections Chair will serve as the primary student responsible for organizing, coordinating, and facilitating the SGSU Elections.

Article V: Representative Assembly

Section 1: The Representative Assembly shall be the primary governing body of SGSU.

Section 2: The Representative Assembly shall be comprised of voting and non-voting members. Each voting member (Representatives) will have one vote.

Voting Members:

1. At-Large Representative (2)
2. Athletic Representative
3. Commuter Representative
4. First-Year Representative (2)
5. International Representative
6. Junior Representative
7. Multicultural Representative
8. Non-Traditional Representative
9. Senior Representative
10. Sophomore Representative
11. Students with Disabilities Representative
12. Transfer Representative

¹ Prorated: to divide, distribute, or assess proportionately

Non-voting members:

1. President
2. Executive Vice President (Chair of Representative Assembly)
3. Vice President of Finance
4. Vice President of University Affairs
5. Chair of Internal Affairs
6. Chair of External Affairs
7. Civic Engagement Chair
8. Elections Chair
9. Associate Director of Student Involvement
10. Graduate Advisor(s)
11. Special Representatives as designated by the Representative Assembly

Section 3: All members of the Representative Assembly shall strive to act in, and represent the best interests of the student body of Seattle University and the SGSU organization. Each member of the Representative Assembly shall perform their duties in good faith, in a manner which they believe to be in the best interest of SGSU and its constituents, and with such care, including reasonable inquiry, as any reasonable person in a like position would use under similar circumstances.

Section 4: Subject to this Constitution and the Bylaws relating to actions requiring approval of the constituents, all the activities and affairs of SGSU shall be conducted and all powers shall be exercised by, or under the direction of, the Representative Assembly. The Representative Assembly may delegate operational activities to all SGSU officers, SGSU Advisors, and special representatives, provided that the ultimate management responsibility shall continue to be exercised by the Representative Assembly.

Section 5: Without limiting the authority of the Representative Assembly as set forth above, the Representative Assembly shall be responsible for the following:

1. Approving and submitting legislation for the President's signature.
2. Expressing the will, opinion or intent of the Student Government of Seattle University and of the undergraduate student body.
3. Supervising and directing the affairs, properties and operations of SGSU.
4. Approving the annual budget and budget revision of SGSU and all

SGSU financial policies.

5. Hearing reports from standing boards and committees.

6. Ensuring that SGSU elections are held in accordance with the SGSU Elections Code.

Article VI: Representative Assembly Meetings

Section 1: Regular meetings of the Representative Assembly shall be held at least every week during the fall, winter, and spring quarters. However, no regular meetings shall be held during the week of final exams unless called by the Executive Vice President. The meetings should be held at a regularly scheduled campus location.

Section 2: The Representative Assembly shall meet a minimum of seven (7) times per quarter, with the exception of summer quarter.

Section 3: Representative Assembly meetings shall be conducted using most recent Robert's Rules of Order.

Section 4: Quorum for the Representative Assembly meetings shall be two-thirds (2/3) of the voting members holding office at that time.

Section 5: All matters, which are not stated differently within this document, shall pass by a simple majority vote.

Section 6: Every act or decision made by a simple majority vote of the voting Representatives present at a duly held Representative Assembly meeting at which quorum is present is the act of the Representative Assembly.

Section 7: The following acts require a two-thirds (2/3) vote of the Representative Assembly members in office:

1. Overriding a Presidential veto.
2. Removing officers from office.
3. Approving appointments to fill vacant positions of Representatives and Executive Officers.

Section 8: The Representative Assembly, in its discretion, may create subordinate Appointed Officer positions as may be required by the affairs of the Organization, and may specify the term, qualifications, and duties of such

Appointed Officers. The SGSU President shall nominate, and the Representative Assembly shall appoint, persons to fill these positions in accordance with the Constitution and Bylaws and any additional requirements specified by the Representative Assembly.

Section 9: The following non-voting members of the Representative Assembly are entitled to the same notice and right to attend meetings of the Representative Assembly, SGSU committees, and SGSU boards:

1. President
2. Executive Vice President (Chair of Representative Assembly)
3. Vice President of Finance
4. Vice President of University Affairs
5. Chair of Internal Affairs
6. Chair of External Affairs
7. Civic Engagement Chair
8. Chair of Elections
9. Associate Director of Student Involvement
10. Graduate Advisor
11. Special Representatives as designated by the Representative Assembly

Article VII: Joint Session

Section 1: A Joint Session will be convened for the purpose of adopting, repealing, or amending all or any part of the Constitution and/or the Bylaws.

Section 2: A Joint Session consists of all of Representatives and Executives. Each Representative and Executive will have one vote. Joint Sessions shall be chaired by the Executive Vice President, who may not vote, but retains the right to vote to break a tie. Quorum for the Joint Session meetings shall be two-thirds (2/3) of the Representatives and Executives then in office. A two-thirds vote is required to pass any changes to the Constitution and/or Bylaws.

Article VIII: Elected Positions

Section 1: The President shall:

1. Oversee all SGSU activities, to the best of their capacity.
2. Advocate for the student perspective on issues that affect the quality of student life, including but not limited to the quality of education, academics, student life, and campus issues.

3. Represent the students and SGSU to all persons and organizations within and outside the University.
4. Serve as spokesperson for SGSU and for the undergraduate Seattle University student population.
5. Serve as the undergraduate student representative to the University Board of Trustees.
6. Serve as the liaison to the University President.
7. Serve as the liaison to the Vice President for Student Development.
8. Approve or veto all SGSU Representative Assembly legislation.
9. Chair the SGSU President's Advisory Board.

Section 2: The Executive Vice President shall:

1. Oversee the internal operations of SGSU.
2. Advocate for the student perspective on issues that affect the quality of student life, including but not limited to the quality of education, academics, student life, and campus issues.
3. Chair the SGSU Representative Assembly (includes the right to vote to break a tie).
4. Serve as the administrative officer for the SGSU Representative Assembly.
5. Act as the pro tempore for the SGSU President in the temporary absence of the SGSU President.
6. Chair the SGSU Steering Committee.

Section 3: The Vice President of Finance shall:

1. Oversee the internal financial operation of SGSU and the SGSU Appropriations process.
2. Advocate for the student perspective on issues that affect the quality of student life, including, but not limited to, the quality of education, academics, student life, and campus issues.
3. Host a Budget Transparency Forum open to all students in which the University Executives present the new budget. This allows students to become more informed on where their tuition dollars are being spent.
4. Serve as the liaison to the University's Chief Financial Officer.
5. Chair the SGSU Finance Committee.

Section 4: The Vice President of University Affairs shall:

1. Oversee efforts relating to academics.
2. Advocate for the student perspective on issues that affect the quality of student life, including but not limited to the quality of education, academics, student life, and campus issues.

3. Serve as the liaison to the Provost and for members of the University Cabinet on matters relevant to academic affairs and the academic student experience, excluding those Cabinet members already mentioned in previous SGSU Executive members' duties.
4. Appoint students as SGSU delegates to, and dismiss SGSU student delegates from, University committees, subject to approval by the Chair of the University Board of Trustees.
5. Serve as the undergraduate student representative to the University Board of Trustees: Academic Affairs Committee.
6. Oversee students serving as SGSU delegates on University committees.
7. Serve as Ex Officio Member of Academic Assembly.
8. Chair the SGSU University Affairs Committee.

Section 5: General Duties of all Representatives are as follows:

1. Advocate the student perspective on issues that affect the quality of student life, including but not limited to the quality of education, academics, student life, and campus issues.
2. Serve as a voting member of the SGSU Representative Assembly.
3. Represent the best interests of their respective constituency and the student body.
4. Write and present legislation and resolutions for the betterment of the general undergraduate student population, in accordance with Article VI of these bylaws.
5. Complete projects relevant to SGSU priorities, committees, and individual roles.

Article IX: Staff Positions

Section 1: Elections Chair shall:

1. Coordinate and oversee all aspects of the SGSU Elections process for both the spring and fall quarter of the same calendar year.
2. Chair the Elections Commission, hold Elections Commission meetings as needed, and keep records of meeting issues, attendance, all opinions, rulings, and filings required of candidates under the Elections Code.
3. Shall be a voting member of the Elections Commission.
4. Shall plan and conduct all Mandatory Orientations, Candidate Events and Informational Sessions.

5. Shall communicate to candidate(s) when and if there are violations of the Elections Code and communicate any sanctions imposed on a candidate(s) by the Elections Commission.
6. Shall be held accountable for overseeing the entire elections process as well as the work of the Elections Commission.

Section 2: Chair of Internal Affairs shall:

1. Be under the supervision of the SGSU Executive Vice President and ~~Assistant~~ Associate Director of Student Involvement.
2. Record minutes from every Representative Assembly (weekly) and Appropriations (bi- quarterly) meeting and publish the meeting minutes on the website regularly.
3. Collaborate with the Chair of External Affairs on website content and SGSU branding efforts.
4. Serve on the Presidential Advisory Board and assist the SGSU President with projects.
5. Create and manage the SGSU office hours schedule and assist in various administrative tasks in the SGSU office when needed or requested by the SGSU President or Vice Presidents.
6. Follow the duties as specified in their job description.

Section 3: Chair of External Affairs (CEA) shall:

1. Serve on the Presidential Advisory Board and assist the SGSU President with projects.
2. Be under the supervision of the Associate Director of Student Involvement and the SGSU Executive Vice President
3. Help develop, coordinate, and implement the promotional and marketing plans for all components of SGSU (posters, website, social media, etc.).
4. Work with the Chair of Internal Affairs to reach out to clubs and schedule SGSU Executive and Representative visits
5. Assist SGSU in coordinating cooperative efforts with internal and external organizations,
6. Place orders for requested SGSU materials
7. Compile and publish a quarterly report of SGSU activities, as described in the Bylaws
8. Assist SGSU in establishing relationships with peer institutions and researching similar policies that they have enacted that SGSU is interested in pursuing.

9. Follow the duties as specified in their job description.

Section 4: Civic Engagement Chair (CEC) shall:

1. Be a member of the Presidential Advisory Board.
2. Coordinate voter registration and a “Get Out the Vote” campaign.
3. Inform and connect the student body to changes within the greater Seattle community, whether that is policy changes, community movements, etc.
4. Receive funding from the Presidential Advisory Board fund for administrative costs associated with voter registration and the “Get Out the Vote” campaign. The exception shall be when the CEC chooses to coordinate special events and/or projects that require larger funding, then they may request funding from the Representatives (Projects) fund, following the procedure in Article X.
5. Follow the duties as specified in their job description.

Section 5: The Elections Commission must abide by the following rules:

1. Each person seeking to become or remain as an Elections Commission Member must be a constituent of SGSU. Elections Commission Members cannot seek an SGSU Officer position or run a campaign for a student running for an SGSU Officer position during their entire term as Elections Commission Members.
2. Each person seeking to become or remain as an Elections Commission Member must be a full-time student enrolled in no fewer than 12 credits per quarter and must comply with the academic requirements established by Seattle University. Each person seeking to become or remain as an Elections Commission Member must have a 2.5 cumulative GPA when selected and while in office.
3. Elections Commissioners, including the Elections Chair, will be selected in the spring quarter before the spring quarter SGSU Elections.
4. The term of office for the Elections Commissioners shall be from their respective selection dates until the end of fall elections of that same calendar year.
5. Elections Commissioners shall be entitled to hold office for successive terms.
6. Elections Commissioners are not required to attend every Representative Assembly during the quarter. The Elections Chair may designate specific Representative Assembly meetings that they expect the Commissioners to attend.

Article X: Vacancies, Resignation and Removal of Officers

Section 1: A vacancy of any office of SGSU shall be deemed to exist on the occurrence of any of the following:

1. The death, resignation or removal of an officer.
2. One of the officer positions is not filled through the duly held election or selection process.

Section 2: Any SGSU Officer may resign by giving written notice to the SGSU President, Executive Vice President, and the Associate Director of Student Involvement. The resignation shall be effective upon delivery of the notice, unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be designated to take office when the resignation becomes effective.

Section 3: An SGSU Officer can be removed by either a Recall Election or by the Representative Assembly.

Section 4: An SGSU Officer may be removed by a vote of the constituents at an election duly held under the authority of the Student Government of Seattle University Elections Code.

Article XI: Constitutional Amendment Process

Section 1: Any SGSU Officer can bring an amendment(s) that may amend, append, or repeal the Constitution, or any part thereof, before the Representative Assembly. The amendments must follow these guidelines:

1. The proposed amendment(s) must be approved by a two-thirds majority vote of the Representative Assembly before it can be brought to a vote in a general election.
2. The proposed amendment(s), once approved by the Representative Assembly, will be placed on the ballot of the upcoming SGSU Election.
3. The proposed amendment(s) must receive a majority vote of the constituents voting in a general or special election to be approved.
4. The proposed amendment(s) shall become effective on the specified date of enactment once the proposed amendments have been approved in a general or special election.

Article XII: Constitution Enactment

Section 1: This Constitution shall be the supreme authority of the Student Government of Seattle University, and all bylaws, codes, and policies shall be,

in form and interpretation, consistent with this Constitution.

Section 2: This Constitution shall enter into full effect on the twenty-sixth of September, Two Thousand and One.

Amended May 14th, 2002; Amendment enacted Fall Election 2002; Amended April 13, 2005; Amended by Joint Session on April 2, 2008; Amended by Joint Session on April 9, 2008; Amendments enacted Spring Election; April 22-24, 2008; Amended April 21, 2010; Amendments enacted Spring Election, May 7-9, 2014; Amendments enacted Spring Election, May 3-5, 2017; Amended April 17, 2020