

**CONSTITUTION  
OF THE  
STUDENT GOVERNMENT ASSOCIATION  
UNIVERSITY OF ARKANSAS AT LITTLE ROCK**

Ratified: March 10, 1997

**PREAMBLE**

We, the students of the University of Arkansas at Little Rock, in order to establish a student government that will effectively represent its constituents in the decision-making process of the University, that will seek to provide the needed services for the students, and will endeavor to further the interest of UALR and its students, do hereby establish this Constitution of the Student Government Association of the University of Arkansas at Little Rock.

**ARTICLE I – MEMBERSHIP**

- 1.1** The organization of the students of the University of Arkansas at Little Rock shall be known as the Student Government Association of the University of Arkansas at Little Rock, hereinafter referred to as the SGA.
- 1.2** The SGA membership shall consist of all currently enrolled students of the University of Arkansas at Little Rock, as determined by the Office of the University Registrar. Students in the Intensive English Language Program are eligible to participate in SGA elections by voting and running for office provided that they meet the standards comparable to the standards that enrolled UALR students must meet to participate in elections. These standards will be determined by the director of the IELP, but is subject to a two-thirds (2/3) approval of the Senate.
- 1.3** The SGA governing structure shall consist of: an Administration, which shall be the executive part; a Senate, which shall be the legislative part; and a Student Court, which shall be the judicial part. The members of the Administration, the Senate, and the Student Court shall collectively be known as the SGA officers.
- 1.4** All SGA officers, except for those for whom other provisions are made by this Constitution, shall be elected or appointed to a one-year term, which shall end on

May 1<sup>st</sup> or another date specified by this Constitution for their successors to assume office.

- 1.5** All SGA officers, before assuming office, shall take the following oath before the President or Vice-President:

“I (name) so hereby solemnly affirm that I will uphold and support the Constitution and the interests of the Student Government Association of the University of Arkansas at Little Rock. That I will to the best of my ability perform the duties of my office and promote the worth and value of the University of Arkansas at Little Rock.”

- 1.6** All currently enrolled students shall be eligible for any SGA office, except were prohibited by this Constitution. No person shall hold more than one SGA position concurrently.

## **ARTICLE II – EXECUTIVE**

- 2.1** The SGA Administration shall assume office on May 1<sup>st</sup> of each year and shall consist of a President, Vice-president, a Secretary, a Chief of Staff, and a Chief Justice, and other Administration officers.
- 2.2** The President and Vice-President shall be elected by the student body. The President and Vice-President must be in at least the second consecutive semester of attendance at UALR as determined by the Office of the Registrar when elected; must have at least a 2.5 GPA on all college work; and must be enrolled in at least six (6) hours when elected and during the fall and spring semesters of office.
- 2.3** The duties and the powers of the President shall be to recommend and initiate legislation before the Senate; to prepare and submit to the Senate an annual budget which must be submitted by July 1<sup>st</sup>; to an appointed student members of University bodies; to have the sole power to nominate and after approval of the Senate by a majority vote, to appoint members of the Administration; to sign into law or veto legislation passed by the Senate (a bill that is not acted upon by the President automatically becomes law after 7 days); to be responsible for the administration of SGA programs, and for the operation of the SGA office. He or she will complete at least fifteen (15) office hours per week during the fall and spring semester and logged in an Executive logbook for the Executive Oversight Committee; ten (10) hours must be completed in the SGA office. The president will also serve on or send a representative to such University bodies of which the President is a member; be a liaison between SGA and the alumni, faculty, administration, and the official boards of the University; maintain relations with other student governments and with the state and national student associations, and have the authority to delegate or assign responsibilities to members of the administration.

- 2.4** The President may nominate and after the approval of the Senate by a two-thirds (2/3) vote, may appoint other administrative officers for the current Administration, to assist in the administration of the SGA programs and the operation of the SGA office. The nomination of any person to such a position must be accompanied by a job description.
- 2.5** The Vice-President shall assist the President with the presidential duties, shall serve as the President of the Senate, and shall become President should that office become vacant. He or she will complete at least twelve (12) office hours during the fall and spring semesters and logged in an Executive logbook for the Executive Oversight Committee; eight (8) hours must be completed in the SGA office. Should the office of Vice-President become vacant, the President by a two-thirds (2/3) vote, shall appoint a new Vice-President.
- 2.6** The Secretary shall operate the SGA office as directed by the President and complete a mandatory six (6) office hours per work during the fall and spring semesters and logged in an Executive logbook for the Executive Oversight Committee; shall maintain the records and files of the SGA and arrange for the permanent preservation of its archives, the recording of the minutes and shall serve as secretary of the Senate. The President shall nominate and after the approval of the Senate by a two-thirds (2/3) vote, shall appoint the Secretary for the current Administration.
- 2.7** The Chief of Staff shall maintain accurate financial records, deposit all SGA funds for banking, shall disburse all appropriations and sign all purchase requisitions, shall devise and implement a strategic marketing plan, shall handle all relations with the press, shall assist the Secretary in office management, shall advise the President, and shall be required to attend the first Senate meeting of each month with a current copy of the budget in hand. The Chief of Staff shall be required to complete a minimum of eight (8) office hours per week during the fall and spring semesters and logged in Executive logbook for the Executive Oversight Committee. The President shall nominate and after the approval of the Senate by a two-thirds (2/3) vote, shall appoint the Chief of Staff for the current Administration.
- 2.8** If the offices of the President and Vice-President become vacant at one time, the President Pro-Tempore shall become the interim President and after the approval of the Senate by a two-thirds (2/3) vote, shall appoint an interim Vice-President. An election for the President and Vice-President shall be held at the time of the next regular election of any kind.

## **ARTICLE III – LEGISLATIVE**

- 3.1** The SGA Senate shall be composed of the following members; two Senators representing each college or school of UALR; five at-large Senators representing undeclared or unknown majors; the Vice-President as President of the Senate; the

President, Secretary, Chief of Staff, and the Chief Justice of the Student Court as non-voting members. Each new Senate shall commence on May 1<sup>st</sup>.

- 3.2** A Senator representing a college or school must be a declared major in that college or school, must be enrolled in at least six (6) hours when elected during the fall and spring semesters of office, and must have at least a 2.0 cumulative GPA, if any, for the semester prior to election, and for the fall and spring semesters of office. They shall be elected by the declared majors of their college or school and shall assume office May 1<sup>st</sup>.
- 3.3** A Senator elected at-large may have any or no major, must be enrolled in at least six (6) hours when elected and during the fall and spring semesters of office, and must have at least a 2.0 cumulative GPA, if any, for the semester prior to election, and for the fall and spring semesters of office. They shall be elected by the entire student body and shall assume at the first Senate meeting following the election
- 3.4** Any Senate seat that becomes vacant between elections shall be temporarily filled by appointment and then permanently filled by a special election that will coincide with the next election of any kind.
- 3.5** The latest information available from the Office of the University Registrar shall be used in determining the number of and names of the undeclared or unknown majors, other information necessary to determine the qualification of candidates and voters.
- 3.6** The duties and powers of the Senate shall be to initiate and act upon legislation; to approve through the annual budget other laws, and all SGA expenditures; to approve or reject presidential nominations by a majority vote or other vote specified by this Constitution provided that the Senate may specify minor appointments that shall not require approval; to override a presidential veto by two-thirds (2/3) majority; to assist the administration of SGA programs and in the operation of the SGA office; to make laws governing SGA elections; and to submit to there student body, by a two-thirds (2/3) vote, proposed amendments to this Constitution.
- 3.7** The Vice-President, as Chairperson of the Board, shall cast a vote when it will break a tie, shall president at Board meetings, shall be responsible for the preparation of the agenda, the recording of the minutes, and the transitions of legislation to the President for the execution, and shall appoint members of all Senate committees.
- 3.8** At its first meeting, the Board, shall elect and install a voting member as President Pro-Tempore, who shall preside in the absence of the President of the Senate, or when requested by the President of the Senate; shall notify all members of special meetings and activities; shall place on file in the UALR library all passed legislation, to act as a liaison between the Senate and the Administration, and

shall be in the SGA office at least six (6) hours per week for the purpose of meeting with students and Senators.

- 3.9** The newly elected Vice-President, as President of the Senate, shall call the first meeting of the new Senate, which shall be held during the month of May. The Senate shall determine the time and place of its meetings, which shall be held at least once every four weeks during the summer months. Additional meetings shall be called by the President of the Senate, and shall be called by the President of the Senate at the request of a majority of the Senate shall constitute a quorum for transaction of business. The latest edition of the Robert's Rules of Order, Newly Revised, shall constitute authority for the proceedings of the Senate, except where superseded by this Constitution or by Rules of Order adopted by a two-thirds (2/3) vote of the Senate. A majority of the votes cast shall be sufficient to pass all motions except where otherwise specified by this Constitution or by the Rules of Order, and a roll call vote must be taken on any motion when demanded by a Senator. All business pending at the last meeting of the outgoing Senate shall expire with the Senate.
- 3.10** Any member of the Senate, including any non-voting member, who has compiled four (4) absences, shall cease to hold office; but any vacancy thus creating may not be filled until the first regular Board meeting following the fourth absence of the Senator or non-voting Senate member. The Senator or non-voting Senate member has a right to appeal before the Senate vacancy is filled and the Senate shall hear the appeal. A Senate or non-voting member has seven (7) days in which to seek an excused absence from the Vice-President of the Senate. All the Vice-President's decisions in the area may be appealed to the Senate.
- 3.11** There shall be an Executive Oversight Committee, hereinafter referred to as the EOC that shall consist of the President, the President Pro-Tempore, the most senior Senator, and two Senators randomly selected as the first meeting. The President shall serve as Chairperson of the EOC. The EOC shall meet twice every four weeks. The duties of the EOC shall be to nominate and with the approval of the Senate by a majority vote, to fill vacancies in the Senate; to report semi-monthly to the Senate on the performance of the Administration; to hear charges of impeachment of SGA officers before the Senate.
- 3.12** Any student may bring charges of impeachment against any SGA officer before the EOC. The EOC shall hear the charges and may or may not bring the charges before the Senate. A two-thirds (2/3) majority in the Senate shall be sufficient to impeach the officer charged. Both the officer in question and the EOC members shall have the opportunity to address the Senate before the vote takes place. Impeachment hearings only take place at a regular Senate meeting. If the charged officer is a member of the EOC, then that member will be recused from the case.
- 3.13** There shall be a Judicial Oversight Committee, hereinafter referred to as the JOC. The JOC shall consist of the Chief Justice of the Student Court and four Senators

elected by the Senate. The Chief Justice shall serve as Chairperson of the JOC. The JOC shall meet once per semester or as often as circumstance dictate. The powers of the JOC shall be to interpret this Constitution and recommend to the board changes that need to be made to this Constitution.

- 3.14** If two parties have a conflict over the interpretation of this document, then the chairperson of the JOC shall call a meeting. The two parties shall present their cases and the Board shall deliberate in private and make a decision. The decision shall be explained in a letter written to the two parties by the chairperson. Any dissenting JOC member may also write a letter. Any decision made by the JOC may be appealed to the Senate by a two-thirds (2/3) vote.
- 3.15** The JOC shall meet at least once per semester for the purpose of recommending changes to this Constitution to the Senate. This meeting must be announced at a minimum of two board meeting before it takes place. Any student may attend the meeting. The Chairperson shall introduce any recommend amendments to the Senate on behalf of the JOC.
- 3.16** No college or school may have more than one Senator on either of the committees called for in this Constitution.

## **ARTICLE IV – JUDICIAL**

- 4.1** The SGA Student Court shall begin a new term on May 1<sup>st</sup> of each year, and shall consist of nine justices, with a Chief Justice position and eight Associate Justice positions. The Chief Justice shall nominate and with the approval of the Senate and the Student Court, shall appoint each Associate Justice.
- 4.2** The Chief Justice shall serve a term of one (1) year, commencing on May 1<sup>st</sup>, and shall be nominated and, after approval of the Senate by a two-thirds (2/3) vote, appointed each year by the incoming President. The Associate Justice, after appointment, shall retain their positions for the duration of their continuous enrollment at UALR. All justices must be enrolled in at least six (6) hours each fall and spring semesters, and maintain a 2.0 GPA.
- 4.3** The duties and powers of the Student Court shall be to administer a program soliciting and attempting to resolve student grievances according to guidelines established by the Senate through legislation; hear disputes between student organizations when brought to the Court by the organizations; hear appeals of student traffic violations; and administer elections according to this Constitution and an Election Code established by the Senate.
- 4.4** The Chief Justice of the Student Court shall preside at the Court meetings, and shall be responsible for the administration of the Court duties, recording Court proceedings, and preservation of Court archives. The Chief Justice shall be

- required to complete a minimum of eight (8) office hours per week during the fall and spring semesters and logged in the Executive logbook for the EOC.
- 4.5** The Student Court shall determine the time and place of its meetings. In absence of the Chief Justice, the Associate Justices shall choose one of their numbers to preside.
- 4.6** The Student Court shall prescribe its rules of procedure, practice, and evidence subject to the provisions of this Constitution and any established by the Senate, through legislation. Justices shall disqualify themselves from hearing a particular case should they possess any prior information, which would prejudice the case. Five (5) justices shall constitute a quorum.
- 4.7** No Justice shall miss more than two (2) fall and spring meetings and no more than one (1) summer meeting, he or she shall be removed by the Senate at the request of the Chief Justice.

## **ARTICLE V – ELECTIONS**

- 5.1** All SGA elections shall be held on two consecutive school days and during the fall and spring semesters, with polling hours and places established by the Senate in an Election Code. Two regular elections shall be held, one for President, Vice-President, and Senators from colleges or schools, on the first consecutive Monday and Tuesday in March; one for at-large Senators, on the first consecutive Monday and Tuesday in October. The Senate with a two-thirds (2/3) vote may specify two other consecutive school days for a given election.
- 5.2** The Senate shall be responsible for the conduct of elections. Its election duties and powers shall be; to establish through legislation all necessary procedures, including voting procedures, in an election code, for the conduct of all elections specified by this Constitution; when requested, to assist the Student Court in the administration of the election; to hear all disputes pertaining to elections; to have the sole power, by two-thirds (2/3) vote, to disqualify a candidate not meeting the constitutional qualifications for the office; to certify the election results presented by the Student Court or to the President.
- 5.3** The Student Court shall be responsible for the administration of elections according to an Election Code established by the Senate. Upon the issuance of an Election Proclamation, the Court shall post one copy of the proclamation per five hundred students or greater portion thereof eligible to vote in the election. The Court shall also be responsible for the registration of the candidates and for the certification of their eligibility; for monitoring compliance with the Election Code and for reporting violations to the Senate; for preparation of voting machines and paper ballots; for the operation of the polls, and counting votes, and reporting the

vote to the President of the Senate no later than one (1) day after the elections; and for the preservation of machines, ballots, and other voting records until the election has been certified by the Senate.

- 5.4** The President shall be responsible for the issuance of an Election Proclamation for those elections specified by this Constitution, and with other Administration members, shall, when requested, assist the Student Government in the administration of the election.
- 5.5** Proclamations shall be posted at least three weeks before the regular spring and fall SGA elections. Each prospective candidate shall submit to the SGA secretary an application for candidacy at least one week prior to the election. The ballot order shall be determined by lottery in a procedure established by the Election Code. The candidate for each Senate position receiving the greatest number of legal votes shall be declared elected. The candidates for President and Vice-President receiving the majority of legal votes cast shall be declared elected, but if, for President and Vice-President, no candidate has a majority, the two candidates receiving the greatest number of legal votes cast shall be candidates in a run-off election, which shall be held no later than five (5) school days after the general election.
- 5.6** The candidate receiving the greatest number of legal votes cast in the run-off election shall be declared elected.
- 5.7** The Senate shall have sole authority in all disputes pertaining to elections, except that the student body, within three (3) days of the certification of an election, may order a new election through the petition process of this Constitution. Upon the verification of the petition, the President shall call a new election, which shall be held not more than ten (10) days later. The new election shall be conducted as if it were the original election.

## **ARTICLE VI – RECOURSE**

- 6.1** The student body shall have opportunities for direct involvement in SGA affairs through the process of recall, review, initiative and referendum.
- 6.2** The procedure for all petitions authorized by this Constitution shall be as follows: a petition, bearing the signatures of at least ten percent (10%) of the appropriate constituency, shall be filed with the President or, for the recall of the President or Vice-President, with the President Pro-Tempore of the Senate. The appropriate constituency shall be the currently enrolled student body or for the recall of a Senator from a college or school, the currently enrolled declared majors of that college or school. The officer shall submit the petition no later than the next school day to the Office of the University Registrar for the verification of current enrollment and in some cases verification of major; if, however the SGA possesses official records from the University Registrar sufficient to verify the petition establish a procedure for verification by the SGA officials. In disputes cases, the Senate shall be the sole judge of the validity of a petition and of other

questions in the petition process. The petition process, from submission by the student body to the time of the election, may occur only within a fall or spring semester.

- 6.3** The President, Vice-President and Senators, shall be subjected to recall through the petition process of this Constitution. Upon verification of the petition, the Senate shall call an election for the office in question. In this election, the officer shall continue in office until the election results are certified by the Senate.
- 6.4** All laws enacted by the Senate shall be subject to review by the student body through the petition process of this Constitution. The petition must be filed with the President no later than thirty (30) days after the measure was signed into law, or was passed into law over a presidential veto. Upon the verification of the petition, the President shall call an election on the proposed law, which shall be held no more than ten (10) school days later. Proclamations shall be posted at least five (5) school days prior to the election. A majority of the votes cast in the election shall be sufficient to pass or defeat the proposed law.
- 6.5** The student body shall have the power to initiate any law within power of the Senate through the petition process of this Constitution. Upon the verification of the petition, the President shall call an election on the proposed law, which shall be held no more than ten school days later. Proclamations shall be posted at least five (5) school days prior to the election. A majority of the votes cast in the election shall be sufficient to pass or defeat the proposed law. The Senate may not amend or repeal an initiated law by less than two-thirds (2/3) vote.
- 6.6** This document shall never be used by any SGA official or body as cause to violate Arkansas state law or federal law. State and federal law always supersedes SGA law, this document and Robert Rules of Order. Any student may interrupt the meeting of an SGA body to clarify this point. The student shall obtain the floor and appeal to the chair for a decision as to whether or not the act or intended act violates law. This decision is appealable to the full Senate.

## **ARTICLE VII – AMENDMENTS**

- 7.1** Any proposed amendment to this Constitution, passed by a two-thirds (2/3) vote of the Senate, shall take effect upon receiving a majority of votes cast by the student body in an election on the amendment. Such an amendment may be proposed only in a regular Senate meeting may be voted on by the Senate only after one week.
- 7.2** Amendments may also be proposed through the petition process of the Constitution. Upon verification of the petition, the President shall call an election on the proposed amendment, which shall be held not more than ten (10) school days later. The proposed amendment shall take effect upon receiving a majority of the votes cast by the student body in the election.

- 7.3** Amendments proposed through either process shall be published together with the affected parts of this Constitution, and proclamations shall be posted at least five (5) school days before the election. The amendment process may occur only within a fall or spring semester. Proposed amendments shall take effect immediately upon the approval unless otherwise specified in the amendment.
- 7.4** Any proposed new constitution must be approved by a two-thirds ( $2/3$ ) vote of the Senate and by a majority of the votes cast by the student body in an election. The proposed constitution must be published, and proclamations posted, at least three (3) weeks prior to the election.
- 7.5** The Senate shall establish an official copy of the SGA Constitution that may be signed by all SGA officials and kept on display in the SGA office.