

The University of New Mexico Los Alamos Campus Student Government Constitution

PREAMBLE.

We, the students of **The University of New Mexico-Los Alamos**, in order to appropriately organize the responsibilities of participatory governance in joint effort among students, faculty, staff, Administration, and the Advisory Board of the University, do hereby establish this Student Government Constitution of **The University of New Mexico-Los Alamos Student Government**.

The Student Government Constitution and any actions taken under this Student Government Constitution are subject to the laws of these United States, the State of New Mexico, the policies and regulations formulated by **The University of New Mexico-Los Alamos** Advisory Board and Administration and the University of New Mexico Board of Regents.

ARTICLE I. Name

The name of this organization shall be **The University of New Mexico-Los Alamos Student Government**.

ARTICLE II. Purpose

The purpose of the Student Government is to represent the interests and concerns of the student body of **The University of New Mexico-Los Alamos**, to seek student input on issues, to act on student issues, to provide recommendations on student issues, and to assume the responsibilities of participatory governance on behalf of students in mutual relationship with the faculty, staff, Administration, and the Advisory Board of **The University of New Mexico-Los Alamos**, by fulfilling its mission to represent the concerns and serve the needs of the student body of **The University of New Mexico-Los Alamos**.

ARTICLE III. Membership

The Student Government is comprised of eight members elected at large from **The University of New Mexico-Los Alamos** student body. Student Government members must be enrolled for at least six (6) credit hours in freshman and/or sophomore level courses at **The University of New Mexico-Los Alamos**. Members of the Student Government must maintain a minimum grade point average of 2.5 and be in good academic standing; not presently serving a probationary or suspension period. Any member of the Student Government who fails to meet the minimum grade point average

and/or is placed on academic probation or suspension will automatically be ineligible to remain a member of the Student Government.

In the event a question of membership eligibility arises, the Student Government Advisor(s) and the Student Government will make a determination of eligibility by consensus based on the criteria stated above. In the event that consensus cannot be reached the Student Government Advisor(s) will make the final determination of eligibility.

ARTICLE IV. Election Process

Student Government elections are held in September of each year, electing eight new members. Polls remain open Monday through Tuesday from 7:30 a.m. to 7:30 p.m. to allow full opportunity for voting. Candidates for election to the Student Government must follow the procedures set forth in the Student Government Election Code which is part of the **University of New Mexico-Los Alamos** Student Government bylaws. Those candidates receiving the highest number of votes will become the new members of the Student Government. Responsibilities begin on Monday of the week following the elections, providing there is no contest or protest of the election. In the case of a contest or protest all new member responsibilities will begin on Monday of the second week following the elections. In the event a contest or protest is not decided before the second week following the elections, the previously elected Student Government members will remain in office until the contest or protest is decided. A mechanism shall be established in the Election Code for hearing and resolving challenges of elections.

ARTICLE V. Terms of Office

The term of office for Student Government members will be one academic year, including summer session, at the end of the academic year. The term of office ends on the day that the newly elected Student Government members assume office. Enrollment in summer courses is not required and will be waived. Student Government members are eligible to run for re-election and to serve for a maximum of two terms or two academic years.

ARTICLE VI. Vacancies

Any vacancies in the membership of the Student Government may be filled in one or a combination of the following methods as determined by the remaining Student Government members:

- A. by special election; or
- B. by appointment by consensus of the seated government after the vacancy is announced campus-wide and any applications are accepted; or
- C. by allowing candidates from the general election who were not elected at that time to become members.

Student Government members selected would serve the balance of the unexpired term.

ARTICLE VII. Resignation and Removal.

Any Student Government member may resign at any time by giving written notice of such resignation to the Student Government. Student Government members who are no longer in attendance at **The University of New Mexico-Los Alamos** are deemed to have resigned, and such resignations will be verified by the Student Government Advisor(s). A Student Government member may be removed by consensus of the remaining Student Government members for the following reasons:

- A. For non-attendance at meetings a total of three times in a term without prior approval of the Student Government.
- B. For flagrant misconduct, willful neglect of office, or for the inability to discharge duties pursuant to procedures set forth in the bylaws.

A member removed from office by the Student Government is suspended from membership through the end of the original term to which the member was elected.

ARTICLE VIII. Meetings

Regular meetings of the Student Government are held not less than once a month during the Fall and Spring semesters, and are open to the public in compliance with the Open Meetings Act. Meetings of the Student Government are facilitated by a Student Government member, and minutes are kept and made available to the student body. This responsibility rotates among all Student Government members during the year. Special meetings of the Student Government may be called as necessary by any member, with prior notification going to all Student Government members and the public.

Quorum necessary for the transaction of Student Government business will be three (3) members or the total number of Student Government members, whichever is less.

ARTICLE IX. Committees

The Student Government may form committees composed of any members of the student body and/or members of Student Government, which will operate by consensus. Any committee must include a Student Government member who will facilitate and publicly record the work of the committee, with reports made to the full Student Government in a timely manner.

ARTICLE X. Decision Making Process

All issues brought before the Student Government are decided by the process of consensus. If unable to reach consensus, after a thorough attempt to work out any conflicting issues with all members, a vote may be called, with at least a three-fourths

majority of members present needed to pass any measure on which consensus has not been reached.

ARTICLE XI. Administrative Duties and Responsibilities

The specific administrative duties and responsibilities of the Student Government members are:

- A. Members are responsible for reflecting the concerns and interests of **The University of New Mexico-Los Alamos** student body as a group, and act on requests on behalf of the students.
- B. Members are responsible for participating in activities of the Student Government, including meetings, committee hearings, training, research, investigations, planning and development, and general advocacy for students.
- C. Members are responsible for understanding the policies and procedures and administrative regulations of the University, and those State and Federal laws which relate to their activities.
- D. Members are responsible for the orderly conduct of Student Government business, rotating the duties of facilitation and public recording of meetings among the membership to ensure equal participation and adequate documentation. Members collectively share all executive responsibilities.
- E. Members are responsible for providing documentation of all actions on a regular basis to the Executive Director, the Associate Director, Branch Academic Services and other appropriate participatory governance bodies of **The University of New Mexico-Los Alamos** to maintain communication within the college community. Members will meet regularly with the Student Government Advisor(s).
- F. Members are responsible for the placement, supervision, and removal of any staff serving the Student Government.
- G. Members are responsible for the management of the office space, student center, and study areas provided in cooperation with the University.
- H. Members are responsible for making recommendations to the Administration on proposed capital projects of concern to students.

ARTICLE XII. Finance

Section 1: Authority and Source

- A. **The University of New Mexico-Los Alamos Student Government** shall exercise control over its finances in accordance with this constitution, the bylaws, The University of New Mexico and **The University of New Mexico-Los Alamos** regulations as they apply to the funds of **The University of New Mexico-Los Alamos** and applicable federal and state law.
- B. The funds of **The University of New Mexico-Los Alamos Student Government** shall be derived from a designated student government fee levied on each enrolled student at **The University of New Mexico-Los Alamos**, income from enterprises of **The University of New Mexico-Los Alamos Student Government** and other legally approved sources.

Section 2: Authorization of University of New Mexico-Los Alamos Student Government Fee

The University of New Mexico-Los Alamos Student Government fee shall be levied on each student enrolled in lower division (100-200) courses at **The University of New Mexico-Los Alamos** in an amount authorized by The University of New Mexico Board of Regents.

ARTICLE XIII. Financial Duties and Responsibilities

- A. Members are responsible for the prudent decision-making, disbursement, authorization, and financial oversight of Student Government revenues and expenditures. **The University of New Mexico-Los Alamos** Finance Office has final approval of Student Government expenditures.
- B. Members are responsible for approving all financial allocations to **The University of New Mexico-Los Alamos** student clubs and organizations.
- C. Members are responsible for establishing contact with the Finance Office, to be fully aware of the Student Government's financial status.
- D. Members are responsible for receiving and reviewing monthly financial statements, to be provided by the Finance Office, of all revenues and expenditures related to Student Government funds.
- E. Members are responsible for maintaining and providing an accurate and current financial report whenever called upon to do so by the University.
- F. Members are responsible for the management of Student Government assets, including materials, equipment, supplies, and inventories of other holdings.
- G. Members are responsible for developing budgets and maintaining financial reports on all Student Government initiated activities.

- H. Members are responsible for obtaining an annual audit of fiscal records in cooperation with the Finance Office.

ARTICLE XIV. Conflict of Interest

Any Student Government member serving on any **University of New Mexico-Los Alamos** student club or organization, or serving as an employee of **The University of New Mexico-Los Alamos**, must remove his/her self from any administrative or financial decision making in reference to the student club or organization of which they are a member, or to that specific department of **The University of New Mexico-Los Alamos** by which they are employed. Any question of conflict of interest will be decided by consensus of the Student Government. All hiring and bid processes in which the Student Government is involved are subject to state law as well as University policy regarding fair hiring and purchasing.

ARTICLE XV. Referendum

A referendum election on any issue of concern to students may be called by the Student Government, or by a petition signed by 15% of **The University of New Mexico-Los Alamos** student body which automatically requires a referendum.

ARTICLE XVI. Dispute Resolution

The University of New Mexico-Los Alamos Student Government shall, in its bylaws, establish a means to resolve disputes arising under this Constitution and bylaws. The dispute resolution mechanism may be a student court, a form of alternative dispute resolution, or a combination. A discretionary appeal to the Executive Director of **The University of New Mexico-Los Alamos** and then to The University of New Mexico President and Board of Regents shall be provided.

ARTICLE XVII. Ratification and Amendments

The **University of New Mexico-Los Alamos** Student Government Constitution will become effective and deemed ratified upon the approval of a majority of the current elected members of the Student Government to be followed by approval of a majority vote of the student body and approval by the University of New Mexico Board of Regents. All proposed amendments to this Constitution must be approved by consensus of the Student Government or by a seventy-five percent vote of the Student Government and a majority vote of the student body voting on the proposed amendment. Any amendment so adopted must be approved by The University of New Mexico Board of Regents before it will become effective.

ARTICLE XVIII. Bylaws

- A. **The University of New Mexico-Los Alamos Student Government** may adopt bylaws or amendments thereto which must be approved by a majority of the Student Government members. Additional requirements to pass or amend

bylaws may be set forth in **The University of New Mexico-Los Alamos Student Government** bylaws.

- B. **The University of New Mexico-Los Alamos Student Government** bylaws and amendments shall be subject to review and approval by the University Counsel as to form and consistency with applicable law and regulations before becoming effective.
- C. Bylaws to implement this Constitution may be adopted so long as they are not inconsistent with the provisions of this Constitution.

ARTICLE XIX. Interpretation

In the event of a question of interpretation of the contents of this Constitution or its amendments should occur, the interpretation will be considered by a committee of the Student Government, the Student Government Advisor(s) and the Associate Director, Branch Academic Services. Their interpretation of this Constitution is subject to appeal to the Executive Director of **The University of New Mexico-Los Alamos**.

Signed on this _____ day of _____, 1998, by **The University of New Mexico-Los Alamos** Student Government:

President

Vice-President

Secretary

Treasurer

Senator

Senator

Senator

The University of New Mexico-Los Alamos Executive Director:

Executive Director