



CONSTITUTION OF THE STUDENT ASSOCIATION OF THE UNIVERSITY OF TULSA

PREAMBLE

A. We the students of The University of Tulsa do recognize our role and embrace our responsibility as a self-governing body within the framework of the University Community, and thus declare ourselves the Student Association of The University of Tulsa (SA). The Student Association strives to create and promote intellectual, social, and cultural opportunities, to act as a catalyst for change within the University, and to advocate for the interests of the student body. By the virtue of the authority granted to us by the Board of Trustees, and in order to define the legislative, executive, and judicial function of our government, we do establish this Constitution.

MISSION STATEMENT

A. The Student Association of The University of Tulsa advocates on behalf of student interest, provides tools for student success, and functions as an engine for opportunity, and inclusion with a desire to leave a legacy.

ARTICLE I – Establishment

SECTION 1: NAME

A. This organization shall be known as the Student Association of The University of Tulsa.

SECTION 2: MEMBERSHIP

A. Members of the Student Association shall be all students of The University of Tulsa who pay a Student Association fee as certified by the University.

SECTION 3: STRUCTURE

A. The governing structure of the Student Association shall be vested in three branches: Legislative, Executive, and Judicial, as defined within this Constitution. No student shall serve concurrently on more than one of these branches.

SECTION 4: VOTING

A. All members of the Student Association shall be eligible to vote.

- B. When not otherwise stated in either this Constitution or subsequent Student Association documents, a majority of those voting will determine the outcome of any election.

SECTION 5: OATH OF OFFICE

- A. "I (state your name), solemnly affirm that I will faithfully discharge the duties of my office to the best of my ability, in accordance with the Constitution of the Student Association of The University of Tulsa."

ARTICLE II – LEGISLATIVE BRANCH

SECTION 1: LEGISLATIVE POWERS

- A. Legislative powers of the Student Association shall be vested in the Student Senate.

SECTION 2: ELIGIBILITY

- A. Any student who is a member of the Student Association at The University of Tulsa shall be eligible for membership in the Student Senate.
- B. Any member who fails to be currently enrolled as certified by the University during his term shall lose their Senate seat.

SECTION 3: COMPOSITION

- A. Two senate seats shall represent each of the academic colleges of The University of Tulsa. One shall be a fall seat, and one seat shall be a spring seat. One senate seat shall represent the graduate school and one seat shall represent the law school. These seats shall be fall seats.
- B. Two senate seats shall represent the international community of The University of Tulsa. One seat shall be a fall seat and one seat shall be a spring seat.
- C. Two senate seats shall represent transfer students of The University of Tulsa. One shall be a fall seat, and one shall be a spring seat.
- D. Three senate seats shall represent commuter students of The University of Tulsa. Two of these seats shall be falls seats and one seat shall be a spring seat.
- E. Five senate seats shall represent the student body at large. Three seats shall be fall seats, and two seats shall be spring seats.
- F. The remaining senate seats shall represent the residential communities as defined by the Senate President and approved by a two-thirds majority vote of the Senate and by the Student Association President. In the case of a presidential veto, normal veto procedure shall be followed.
 - a. Each year, each residential community will be allotted one Senate seat for every 100 people who reside in that category as of the date one week prior to the opening of candidate filing for each semester.
 - b. No district shall have less than one or more than five Senate seats allotted to it each year.
 - c. Senate seats allotted to each district shall be evenly divided between the fall and spring seats. In the event a district is allotted an odd number of seats, the extra seat shall be a fall seat.

SECTION 4: LEADERSHIP

- A. The Student Association Vice-President shall be the President of the Student Senate.

- B.** The Student Association Secretary shall be the recorder for the Student Senate and will prepare minutes which will be made available to the full membership of the Student Association.
- C.** Student Senate Committee Chairpersons shall be elected from among their committee members, shall conduct regular committee meetings outside of Senate, and shall report their progress and business to Senate.
- D.** A President Pro Tempore of the Student Senate shall be elected by a majority of the Senate and approved by a majority of the Executive Committee; if executive approval is denied, a two-thirds majority of the Senate may overrule the executive decision. The President Pro Tempore shall preside in the absence of the Vice-President.
- E.** A Scribe of the Student Senate shall be elected by a majority of the Senate and approved by a majority of the Executive Committee; if executive approval is denied, a two-thirds majority of the Senate may overrule the executive decision. The Scribe shall record in the absence of the Secretary.
- F.** A Parliamentarian of the Student Senate shall be elected by a majority of the Senate and shall ensure that meetings are run according to this Constitution, the Senate Standing Rules, and the current edition of the Robert's Rules of Order.
- G.** A Sergeant-at-Arms of the Student Senate shall be elected by a majority of the Senate and shall ensure that meetings are free of disorderly behavior.

SECTION 5: ELECTION AND INSTALLATION

- A.** General Student Senate elections shall be held once per semester. The dates for the election and installation of senators for the fall and spring semesters will be determined by the Chief Elections Officer, without objections from the Elections Committee of the Student Association.
- B.** The Chief Elections Officer, as appointed by the Senate President, shall chair the Elections Committee consisting of voting and non-voting members.
- C.** The Chairperson of the relevant Student Association Standing Committee, the Vice President of the Student Association, two additional Senators, along with any other members appointed by the President and approved by the Student Senate, shall be voting members.
- D.** The additional Senators shall be appointed by the President prior to the opening of registration, and be confirmed by a majority vote of the Student Senate.
- E.** The Student Association, Senate Advisors, and the President of Student Association shall be ex-officio non-voting members.
 - a.** The Chief Elections Officer shall only vote when their vote will change the outcome of a decision made by the Elections Committee.
- F.** The dates for both the fall and spring elections and installations will be determined and announced by the third week of each semester.
- G.** The Vice President may appoint up to seven members of SA to vacant Senate seats per semester, with the approval of the Student Senate by a majority vote.
- H.** Senators shall be installed with the Oath of Office, administered by the President of the Student Association.

SECTION 6: TERM OF OFFICE

- A. Senators shall serve from the time of installation until the installation of a newly-elected senator for that seat. If the seat is not filled by close of the election, it shall be declared vacant, and can then be filled by appointment.

SECTION 7: DUTIES AND POWERS

- A. The Student Senate, in accordance with this Constitution, shall:
- a. Be the legislative representative of the Student Association;
 - b. Enact Standing Rules by a majority vote, which shall further define the internal, structural, or procedural policies of the Student Senate;
 - c. Enact bills and resolutions by a majority vote;
 - i. A bill shall be defined as legislation concerning Student Association affairs and upon approval shall become a statute. Statutes shall function as the laws of the Student Association, to be subordinate to the laws outlined in this Constitution.
 - d. A resolution shall be defined as a formal statement of opinion to groups, organizations, or persons outside of the governing structure of Student Association;
 - e. Have the power to issue charters to TU student organizations, rescind charters, and provide for the regulation of all student organizations of The University of Tulsa;
 - f. Confirm or reject appointments of the President of the Student Association by a majority vote;
 - g. Have the power to remove any elected or appointed Student Association official by a two-thirds majority vote on its own initiative if they have exhibited either malfeasance or negligence of their duties. The accused shall receive written notice of the charges within 96 hours, and shall have the right to be heard before the Senate. This procedure shall be further defined in the Senate Standing Rules.
 - h. Submit to the members of the Student Association, as a referendum, any issue which the Student Senate decides the Student Association should act upon;
 - i. Have the power to make rules and regulations necessary for proper administration of elections and installation of elected officials;
 - j. Have the power to create ad hoc committees which shall investigate and report in any appropriate area of student life;
 - k. Establish committees to carry out the functions of the Student Senate, which shall also be further defined in the Senate Standing Rules;
 - l. Appropriate Senate monies to organizations and activities according to Student Association statutes;
 - m. Have the power to delegate to an interim committee the duties and powers necessary to conduct Senate business for a period not to exceed four months. This shall require a majority vote;
 - n. Have the power to approve or amend the final Student Association budget by a two-thirds majority vote when presented by the Student Association President in the fall semester of every academic year;

- o. Have the power to introduce legislation to change the Student Association Fee. Such legislation is subject to the same voting guidelines required for Constitutional Amendments, as outlined in Article V.

SECTION 8: LEGISLATION

- A.** Every bill shall, after passage by the Student Senate, be submitted to the Student Association President by the Student Association Secretary. The bill shall become a statute unless the Student Association President issues a veto, returning the bill to the Student Association Secretary with their objections within six days of receiving the bill or resolution.
 - a. The senate can override a Presidential veto by a two-thirds majority. Upon approval by the Student Association President, or overrule of presidential veto by the Senate, the bill shall become a statute.
- B.** Every resolution shall, after passage by the Student Senate, be submitted to the Student Association President by the Student Association Secretary. The resolution shall be approved unless the Student Association President returns the resolution to the Student Association Secretary with their objections within six days of receiving the resolution.
 - a. The Senate can override a Presidential veto by a two-thirds majority.
 - b. Upon approval by the Student Association President, or overrule of presidential veto by the Senate, the resolution shall be delivered to The University of Tulsa President, or to the appropriate department or faculty chairperson.

SECTION 9: MEETINGS

- A.** The Student Senate shall convene at least once each month during the fall and spring semesters on dates determined by the Vice-President of the Student Association at the first meeting of the fall semester.
- B.** The Vice-President, as President of the Senate, or the President Pro Tempore when functioning in that capacity, may call the Senate into special session at any time.
- C.** The Vice-President of the Student Association shall call the Senate into session for the first meeting of the fall and spring terms within the first two weeks after the start of the terms.
- D.** Meetings of the Student Senate shall be open to all University students, faculty, and staff, and shall be open to members of the public upon invitation, except those meetings which, by a majority vote of the Student Senate, shall be declared to be closed sessions including only the President of the Senate, Student Association Secretary, senators, advisors, and those persons whom the Senate shall specifically invite.
- E.** Student Senate meetings shall be conducted according to the current edition of Robert's Rules of Order unless otherwise stated in this Constitution or the Standing Rules.
- F.** Each senator shall have one vote; the President of the Senate shall have one vote, which may be cast only if their vote would affect the outcome of a vote.

SECTION 10: ADVISORS

- A. The Student Senate shall be advised by a member of the administration, staff, or faculty, appointed by the Student Senate. The Senate may call upon other advisors as needed.

ARTICLE III – EXECUTIVE BRANCH

SECTION 1: COMPOSITION

- A. Each member of the Executive Committee, which consists of the Student Association President, Vice-President, Secretary, and Treasurer, shall:
 - a. Be a member of the Student Association and have completed at least one full-time semester at The University of Tulsa at the time of installation;
 - b. Have at least a 2.50 cumulative grade point average at the time of installation. Any member whose cumulative grade point average falls below 2.50 as certified by the University at any time during their term shall lose their office;
 - c. Be elected in a general election which shall occur in the spring semester;
 - d. Be installed with the Oath of Office administered by the newly-installed President of the Student Association;
 - e. Serve from the time of their installation until the installation of the newly elected Student Association Executive Committee of the following year;
 - f. Attend all SA meetings.
- B. Vacancies in the Executive Committee
 - a. If the office of President becomes vacant, it shall be filled by the Vice President.
 - b. If the office of Vice-President becomes vacant, it shall be filled by the President Pro Tempore of the Student Senate.
 - c. If the office of Secretary becomes vacant, it shall be filled by the Scribe of the Student Senate;
 - d. If the office of Treasurer becomes vacant, it shall be filled by one of the Senate Committee Chairpersons, to be selected by the Student Senate.

SECTION 2: DUTIES AND POWERS OF THE PRESIDENT

- A. The Executive Power shall be vested in the President of the Student Association who shall:
 - a. Preside over all meetings of the Executive Committee, and exercise the power to call meetings and oversee the business of the Student Association;
 - b. Coordinate the duties performed by SA members;
 - c. Prepare the budget for the fiscal year of their term, and present it to the Student Senate by the first meeting of the Student Senate of the fall semester;
 - d. Provide information and recommendations at the Student Senate meetings in matters concerning the student welfare and the expenditure of the budget;
 - e. Oversee the execution of the statutes enacted by the Student Senate;
 - f. Sign or veto bills and resolutions passed by the Student Senate within six days of passage;

- g. Recommend for removal, to the Student Senate, any person they have the power to appoint; the person shall be removed with a two-thirds vote of the Student Senate;
- h. Be a non-voting, ex-officio member of all boards, councils, committees, and commissions of the Student Association.
- i. Have the power to create ad hoc committees provided that they notify Senate of their formation.

SECTION 3: DUTIES AND POWERS OF THE VICE-PRESIDENT

A. The Vice-President of the Student Association shall:

- a. Advise and assist the President;
- b. Serve as President of the Student Association Student Senate;
- c. Organize the composition of the Senate Standing Committees;
- d. Be a non-voting, ex-officio member of all Senate Standing Committees;
- e. Conduct a Parliamentary Procedure Workshop following Student Association Senate general elections;
- f. Have the power to appoint members of Student Association to vacant Senate seats. All appointees are subject to Senate approval by a majority vote;
- g. Recommend for removal, to the Student Senate, any member of the Senate; the person shall be removed with a two-thirds vote of the Student Senate.

SECTION 4: DUTIES AND POWERS OF THE SECRETARY

A. The Secretary of the Student Association shall:

- a. Maintain all documents, records, and files of the Student Association and arrange for permanent preservation of its archives;
- b. Take minutes at all official SA meetings;
- c. Submit all legislation after passage by the Student Senate to the Student Association President;
- d. Forward all legislation passed by the Student Senate and signed by the Student Association President to the President of the University or the appropriate University office and keep records of such legislation;
- e. Maintain accurate attendance records for SA;
- f. Be responsible for checking fulfillment of the requirements for Senate, Judicial, and all other SA members;
- g. Be a non-voting, ex-officio member of all the Senate Standing Committees.

SECTION 5: DUTIES AND POWERS OF THE TREASURER

A. The Treasurer of the Student Association shall:

- a. Acquire and compile the reports on all appropriations and disbursements of the Student Association;
- b. Supervise the disbursement of all monies appropriated by the Student Senate;
- c. Advise and assist the President in preparing the budget;
- d. Compile and maintain the account of expenditures;
- e. Compile a monthly budget statement for each SA member;

- f. Serve as ex-officio, non-voting member of all Senate Standing Committees.

ARTICLE IV – JUDICIAL BRANCH

SECTION 1: JUDICIAL POWERS

- A. Judicial powers of the Student Association shall be vested in the Judicial Council.

SECTION 2: ELIGIBILITY

- A. All members of the Judicial Council must be members of the Student Association at The University of Tulsa at the time of installation.

SECTION 3: COMPOSITION

- A. The Judicial Council shall consist of seven students, appointed by the President of the Student Association and approved by a majority vote of the Student Senate.
- B. One member shall be appointed Chief Justice by the President of the Student Association to be approved by a two-thirds majority vote of the Student Senate.

SECTION 4: INSTALLATION

- A. All justices shall be installed with the Oath of Office, administered by the President of the Student Association no later than the sixth week following the start of the fall term.

SECTION 5: TERM OF OFFICE

- A. All justices in good standing shall serve from the time of installation until the installation of newly appointed justices.

SECTION 6: DUTIES AND POWERS

- A. The Judicial Council of the Student Association shall:
 1. Have jurisdiction in all cases directly petitioned to it by any members of the Student Association alleging violation of this Constitution or any other relevant document adopted by the Student Association;
 2. Have the authority to issue writs of election and writs of mandamus to enforce the decisions of the Judicial Council;
 3. Have the authority to subpoena any member of the Student Association to appear before it;
 4. Have the authority to try any member of the Student Association who violates a court order and, if convicted, prohibit them from holding office or trust within the Student Association of The University of Tulsa.
 - a. This decision may be overridden by a two-thirds majority vote of the Student Association Senate that the member acted in the best interests of the student body as a whole.
 5. Ensure that the accused have been accorded procedural due process, written notice, and the opportunity to be heard. No accused shall be subjected to double jeopardy or to any ex post facto action.
 6. Establish and record a standing set of rules of procedure before hearing any cases in a semester. These rules shall have the effect of law unless repealed by a majority vote of the Student Senate;
 7. Be the final interpreter of this Constitution and any other relevant document adopted by the Student Association;

8. Render unconstitutional, and therefore null and void, any relevant document, or portion thereof adopted by the Student Association of any official action of the Student Senate or Executive that conflicts with this Constitution.
9. Render a decision on all cases heard within a just, yet expedient time, and submit the final decision to the President of the Student Association;
10. Submit to the Student Association Secretary a record of all cases and decisions rendered for permanent filing.
11. Rule only on issues directly presented to them through the petitioning process.

SECTION 7: MEETINGS

- A. The Judicial Council shall meet when necessary and shall hold adjournment meetings as may be deemed necessary to clear the docket. Meetings of the Judicial Council shall be held upon the call of three justices or upon the request of the Chief Justice to consider business of an emergency nature.

ARTICLE V – AMENDMENTS

- A. An Amendment to this Constitution shall be proposed in the form of a resolution initiated by a majority vote at a regular meeting of the Student Senate and passed by a two-thirds vote at a subsequent meeting.
- B. An election on the amendment shall be conducted during the next regularly scheduled election. Public notice of such election shall be given not less than four days before it shall take place.
- C. A two-thirds vote shall be sufficient to ratify the amendment, providing that at least ten percent of the Student Association members vote.
- D. It shall be then be delivered within twenty-four hours to the President of the University and shall, unless disapproved within six days or a period extended by request, be sent to the Board of Trustees for consideration.

ARTICLE VI – RATIFICATION

- A. This Constitution shall be proposed by a majority vote of the Student Senate existing in the Fall of 2000, and shall be ratified by a two-thirds majority vote of those voting in a general campus election in the Fall 2000 term. This Constitution shall take effect immediately upon ratification and approval by the Board of Trustees, and the members of the existing government shall fulfill their terms and have the powers and duties delegated to them in this Constitution.

ARTICLE VII – REFERENDA

- A. A referendum shall be proposed through the initiative of the student body. Any student wishing to propose a referendum or to call for the removal from office of a Student Association officer must acquire the written support of at least five percent of the student body; this support must be given in a verifiable manner.
- B. Upon the acquisition of this support, a written copy of the referendum and support, including the phrasing with which the issue shall be presented to the student body, shall be given to the Student Association Secretary, who shall be responsible for verifying the validity of the student support within fourteen days.
- C. Upon verification by the Secretary, the issue shall be referred to a general election; this election must be held within five weeks. Public notice of such election shall be given not less than four days before it shall take place.

- D. The referendum must be approved by a majority of the students voting, provided at least ten percent of the student body votes in the election. Upon passage by the student body, the appropriate party shall be responsible for carrying out the actions specified within the referendum.
- E. Upon passage by the student body of a referendum proposing the removal of a Student Association officer, that student shall be prohibited from holding office or trust within the Student Association and their office shall be considered vacant.

ARTICLE VIII – ANTI-DISCRIMINATION

The Student Association of The University of Tulsa does not condone any acts of discrimination against other students, including but not limited to harassment or violence on the basis of race, ethnicity, color, national origin, sex, gender, religion, age, disability, veteran status, marital status, sexual orientation, appearance, or other protected classes, in accordance with TU non-discrimination and harassment policy. Any Student Association officer affiliated with such acts may be subject to precautionary or disciplinary action, up to and including removal from office.