

# **KANSAS STATE SALINA UNIVERSITY**

## **STUDENT GOVERNING ASSOCIATION CONSTITUTION**

**(REVISED 2026)**

The students of Kansas State University Salina, united in the belief that the goals of a democratic community can be furthered only by the citizenship habits, attitudes, skills, and knowledge acquired through experience; and that the degree of student development is likely to parallel closely the extent of responsibility which students carry for their own society, do hereby adopt this Constitution for the Kansas State University Salina Student Governing Association (K-State Salina SGA).

## **ARTICLE I PURPOSE**

101. Kansas State University Salina Student Governing Association shall officially use the abbreviation K-State Salina SGA for all official purposes where writing out the full name is impractical.
102. The purpose of the K-State Salina SGA shall be the establishment and maintenance of student government, the enactment and enforcement of just laws, the levying of student service fees, and the promotion of such activities as are appropriate for the student body.
103. The K-State Salina SGA, in pursuit of its stated purpose, shall act in accordance with the following principles: equality before the law; separation of powers; proportional representation; and universal suffrage.
104. This Constitution shall be understood to follow the general outlines of government and to define its important parts, while leaving the operational policies and details to be evolved from the development of these parts to attain the greatest good for the greatest number of the Student Body.
105. It is recognized that the President of the University is responsible to the Board of Regents for all phases of the university administration and that the authority for student personnel policies and/or practices emanates from them.
106. Source of Authority. Within the sphere of student activity (as limited in Section 104 above) the K-State Salina SGA shall derive authority from the mandate of the student body.

## **ARTICLE II ELECTIONS**

201. Any person recognized by the K-State Salina SGA as a student at K-State Salina (for fee purposes) shall be a member of the K-State Salina student body, with the privilege of voting in such matters as are brought before the entire student body.
202. The Elections Overseers as outlined in the ByLaws in Article I, Section 101, shall be responsible for the equitable running of all K-State Salina SGA elections and shall establish such campaigning regulations as they see fit.
203. **Date of Elections**
- A. The election date for all K-State Salina SGA general elections shall be set to facilitate the University wide election for the University Student Body President (as outlined in the Constitution and ByLaws of the KSU (Salina) SGA). In the absence of direction from the Manhattan Elections Committee, the election will be held The 2nd Thursday and Friday after the spring break, or when the Elections Overseers as outlined in the ByLaws in Article I, Section 101 deems fit.
- B. In the event that the election cannot be held as outlined in Section A due to circumstances outside of the K-State Salina SGA's control, or a special election is needed for the purpose of filling vacant positions, the Attorney General may set the election or any special election outside of this timeframe. If the Attorney General Position is vacant, this authority will fall to the Student Body President.
204. **Definition of S.G.A. Elected Officials.**
- A. The K-State Salina SGA elected officials and the elected offices shall be the Student Body President, the Student Body Vice President, and Student Senate Chair, and members of the Senate.
205. **Eligibility of Candidacy.**
- A. Student Body President and Student Body Vice President. Any member of the K-State Salina SGA who is enrolled in a minimum of twelve (12) credit hours, or six (6) credit hours if serving during last semester prior to graduation and maintains a minimum cumulative grade point average of 2.0 or higher is eligible to be a candidate for Student Body President or Student Body Vice-President. A student who would not be able to serve out their full term due to a planned graduation from the college shall not be eligible to be a candidate for Student Body President or Student Body Vice President.

- B. Senators. Any K-State Salina Student who is enrolled in a minimum of twelve (12) credit hours with a cumulative grade point average of 2.0 or higher is eligible to become a Senator. The Student may represent only the section in which they are enrolled (or in which they have declared a major, unless otherwise outlined in this Constitution).

## **ARTICLE III BRANCHES**

301. The principal branches of the K-State Salina SGA shall be the executive, legislative, and judicial.
302. To ensure the consistency needed in the maintenance and operation of the K-State Salina SGA, all branches (legislative, executive, and judicial) shall be responsible for keeping a record of rules, regulations, and the minutes of meetings.
303. Each branch shall form rules for carrying out its functions. New rules established by each branch must be passed with a 2/3 vote of the K-State Salina SGA Senate. Appeals of constitutionality will be made to the Judicial Board through the Attorney General.

## **ARTICLE IV EXECUTIVE**

401. The executive power of the K-State Salina SGA shall be vested in the Student Body President, assisted by the Student Body Vice President, and such administrative officers as the Student Body President shall appoint in accordance with this Article.
402. Terms of Office of the Student Body President and Vice President
- A. The Student Body President and Student Body Vice President shall be elected for one (1) year by voice of the general membership of the K-State Salina SGA in such manner as shall be prescribed in the By-Laws.
  - B. A student who has served two (2) terms as Student Body President is not eligible to run for the position of Student Body President or Student Body Vice President.
  - C. A student who has served two (2) terms as Student Body Vice President is not eligible to run for the position of Student Body President or Student Body Vice President.
  - D. The Student Body President and Student Body Vice President shall be required to maintain a minimum of twelve (12) hours undergraduate credit during the fall and spring semesters to remain in office, with the exception of allowing six (6) hours undergraduate credit if serving the semester prior to graduation.
403. Succession of Power
- A. The Student Body President and Student Body Vice President shall take office at the second (2nd) meeting after senate approves of the election results.
  - B. During such period, the outgoing Student Body President shall help prepare the Student Body President-Elect for office by giving such assistance and advice as may be requested within reason.
  - C. Also, during such period, the outgoing Student Body Vice President shall help prepare the Student Body Vice President-Elect for office by giving such assistance and advice as may be requested within reason.
404. The Student Body President and Student Body Vice President shall not, during the term of office, hold any other office in the K-State Salina SGA except as outlined in the By-Laws to this Constitution.
405. The Student Body President and Student Body Vice President shall not, during the term of office, hold the position of President of any other club or organization.
406. In the case of the removal, death, resignation, inability or temporary absence of the Student Body President, succession shall be as set forth in Article 408 (A) (1), and then

by the By-Laws to this Constitution.

407. Elected members of the Executive Branch of the K-State Salina SGA may be removed from office through plea of impeachment by the K-State Salina SGA Senate and conviction by Judicial Board on charges of malfeasance, misfeasance, or nonfeasance in office.
408. Duties and Powers of the Student Body President.
- A. Serve as Chief Executive of the K-State Salina SGA.
  - B. Represent and protect the rights and interests of the student body.
  - C. Approve or veto all K-State Salina SGA Senate legislation. The power to veto shall extend to all bills and resolutions passed by the K-State Salina SGA Senate except those bills and resolutions dealing with purely internal affairs of the K-State Salina SGA Senate (approvals of appointments, bills of impeachment, standing rules, and resolutions expressing only the opinion of the K-State Salina SGA Senate). Within eight days after passage, every bill or resolution requiring the approval of the Student Body President shall be presented to them. If the Student Body President approves the bill or resolution, they shall sign it. If the Student Body President does not approve the bill or resolution, the President shall return it to the K-State Salina SGA Senate with a statement of objections, which shall be read into the record at the next meeting of the K-State Salina SGA Senate. If the President vetoes legislation, they must notify the Senate Chair within 24 hours of the next meeting, and the President must read the veto message at that meeting. Whenever a veto message is so read, the Student Senate shall have eight days to reconsider the legislation and such action shall be deemed final. If two-thirds of the total membership of the K-State Salina SGA Senate shall vote to pass the legislation, it shall take effect, regardless of the Student Body President's veto. If no written veto is transmitted to the K-State Salina SGA Senate within eight days after presentation to the Student Body President, the legislation shall take effect as if the President had approved it.
  - D. Request the written interpretation of the Judicial Board on any provision of this Constitution, charter, or law pertaining to the student body, or any K-State Salina SGA Senate act.
  - E. Examine the records of the Secretary of the K-State Salina SGA, any administrative office of the K-State Salina SGA and those of any committee formed by the K-State Salina SGA (with the exception of judicial records). They may do so at any time.
  - F. Appoint, with the approval of the K-State Salina SGA Senate, cabinet members (as specified in Section 410) who shall be responsible to the Student Body President for execution of their duties and subject to removal from office

by the President.

- G. Appoint, or assign, designee student members of the Parking and Campus Safety Committee and the Appeals committee with the approval of the Parking and Campus Safety Committee.
  - H. Take care that all provisions of this Constitution and the laws of the K-State Salina SGA are faithfully executed.
  - I. Delegate authority to cabinet members, but accept all responsibilities for the executive branch of the K-State Salina SGA.
  - J. In the event legislation is rescinded by the Kansas State University Administration it shall be transmitted in writing to the K-State Salina SGA President who shall then present it to the Senate at the next scheduled meeting for reconsideration.
  - K. As the President of the Student Government Association, and the leader of the Cabinet, the Student Body President shall be the person to receive proxy forms from, and excuse absences by, Cabinet Members.
  - L. If a Cabinet position is vacant, the President is responsible for the duties of said Cabinet member, unless delegated to the Vice-President or another Cabinet member.
409. Duties of the Student Body Vice President shall include, but are not limited to, the Following:
- A. Shall serve as Chief Executive of the K-State Salina SGA in the absence of the Student Body President.
  - B. In the case of the removal, death, or resignation of the Student Body President, the Student Body Vice President shall succeed to the office of Student Body President.
  - C. In the case of the removal, death, or resignation of the Student Body President, the Student Body Vice President shall succeed to the office of Student Body President.
  - D. In the event of the temporary absence or inability of the Student Body President to perform their duties, the Vice President shall exercise the powers and duties of the Student Body President.
  - E. Shall serve as the official representative of the student body in the absence or inability of the Student Body President.
  - F. In the absence of the Student Body President, the Vice President shall be the

person to receive proxy forms from, and excuse absences by Cabinet Members.

- G. Shall serve as Chair of the Educational Opportunity Fund Committee (unless otherwise stated by the Student Body President).
- H. Shall oversee and coordinate special projects and programs of the Student Governing Association, as assigned by the Student Body President.
- I. Shall make at-large appointments to all K-State Salina Committees in consultation of Student Body President.
- J. Shall appoint and remove committee members for any standing committees in the K-State Salina SGA Senate.
- K. Shall assist Student Body President in appointing cabinet members.
- L. Shall serve as liaison between the Division of Academic Success and Student Affairs (DASSA) and SGA.
- M. Shall lead President's Roundtable meetings and be the main point of contact for clubs and organizations, unless otherwise decided by both the President and Vice President.

410. Duties of the Cabinet

- A. The Cabinet shall consist of the following officers appointed by the Student Body President (unless otherwise specified).
  - 1. Treasurer
  - 2. Secretary
  - 3. Public Relations Officer (PRO)
  - 4. Programming Board Chair
  - 5. Attorney General
  - 6. Student Senate Chair
  - 7. Student Outreach Officer
  - 8. Community Service Coordinator
- B. Any Cabinet member shall have the right to be recognized on the floor of K-State Salina SGA Senate, make a motion to read or summarize a piece of legislation, and participate in discussion, but not vote. They shall answer

questions in K-State Salina SGA Senate meetings concerning their respective office and shall give them free access to their files upon request (with the exception of judicial files). No Cabinet member shall be a Student Senator.

- C. The Student Body President may also appoint any other staff members determined necessary and proper for the general operation of K-State Salina SGA.
  - D. The duty of the Cabinet shall be to serve in an advisory capacity to the Student Body President and assist them in the general operation of the K-State Salina SGA.
  - E. All cabinet members are responsible for maintaining and updating transition documents within their area of responsibility to ensure accuracy and continuity. These documents must be reviewed regularly and updated as needed, and shall be brought fully up to date prior to the end of the administration.
411. Duties of the Treasurer
- A. Preside over the Allocations Standing Committee.
  - B. Facilitate the allocation of the Student Activity Fee.
  - C. Serve as the liaison for Allocations Standing Committee to the K-State Salina SGA Senate, groups requesting funds, the student body, and the university administration.
  - D. Review all budgetary transactions of the Student Activity Fee.
  - E. Periodically present a report on the budget to the Senate at a minimum of once per semester except when it is impossible to obtain the financial information from the university.
  - F. The Treasurer shall recuse themselves from any allocations processes that involve a club that they hold a leadership position in. These include President, Vice President, Treasurer, and Secretary. In the event of recusal, the President shall work with said club or organization, or delegate the authority to another SGA executive or Cabinet member.
412. Duties of the Secretary
- A. Record and publish the K-State Salina SGA Senate minutes in a timely manner.
  - B. Record attendance and communicate with the Senate.
  - C. The Secretary shall be responsible for noting attendance violations by members

of the K-State Salina Student Government Association

- D. The Secretary shall determine, if a student senator's absence from a K-State Salina SGA General Senate meeting is excused. For a senator's absence to be excused, 24 hours of advanced notice must be given to the Secretary, unless the Secretary deems it to be an emergency.
- E. The secretary shall be responsible for reporting SGA members with 3 or more unexcused absences to the president.

413. Duties of the Public Relations Officer (PRO)

- A. Update SGA website and publicly post weekly updates.
- B. Post minutes after they are approved by senate
- C. Update "past leadership" after each term
- D. Coordinate with the respective parties to update documents on "documents" page of the K-State Salina Website
- E. Coordinate with site owners to fix problems that are beyond provided access  
Managing all K-State Salina Student Governing Association social media accounts.
- F. Making multimedia promotional material as needed, and responsible for weekly recognition of a club of their choice, and selecting an SGA member of the member.

414. Duties of the Programming Board Chair

- A. Plan and host social and recreational events on campus throughout the academic year
- B. Run Programming Board with the goal of engaging students in a creative and unique form that may appeal to the various interests of the campus

415. Duties of the Attorney General

- A. Serve as a designee of the Dean in receiving and disposing of complaints according to this judicial code.
- B. Supervise the administration of the judicial program and advise students on matters of judicial policy.
- C. Advise the students and boards as to their rights and responsibilities in disputes and identify resources if such guidance is requested.

- D. Serve as complainant in those cases involving University property or policy or when such action is in the interest of the University.
- E. Provide information and forms to judicial boards necessary for their administration.
- F. Shall serve as interpreter of rules at General Senate meeting as requested by any K- State Salina SGA member, using the K-State Salina SGA Constitution, the Bylaws, and Robert's Rules of Order (most current edition).
- G. Shall coordinate work on campus binding legislation with the Secretary
- H. Train justices in their duties.
- I. Oversee any elections and head the elections committee, except for those the Attorney General is running for office, in which case the Student Body President may oversee the election or shall designate to a neutral party if they are also running.

#### 416. Duties of the Student Senate Chair

- A. The Student Senate Chair may author and introduce to the K-State Salina SGA Senate any motion, bill, amendment, act, or question that they desire. In the event of a tie, they may cast a deciding vote (for or against) any issue brought before the K-State Salina SGA Senate.
- B. Call and preside over meetings of the K-State Salina SGA Senate, and/or the full K-State Salina SGA (student body).
- C. Call special meetings of the K-State Salina SGA Senate (with at least 24- hour notice).
- D. The Student Senate Chair can appoint and remove committee members for any standing committees in the K-State Salina SGA Senate.
- E. The Student Senate Chair shall determine, in consultation with the Secretary, if a student senator's absence from a K-State Salina SGA General Senate meeting is excused.
- F. Appoint Senator Liaisons to the SGA Senate
  - 1. These positions shall be appointed by the Senate Chair via legislation approved by the Senate and the signature of the President, to balance the power between the legislative and executive.
  - 2. These positions may include but are not limited to.
    - A. Manhattan Liaison

- B. Aviation Liaison
  - C. Student Life/Housing Liaison
  - D. Engineering Technology Liaison
3. All Liaisons will be paid the equivalent of the current Cabinet wage unless Student Senate passes legislation to the contrary.
- G. If the President and Vice-Presidential positions are both vacant, the Student Senate Chair shall fulfill the duties and responsibilities of the Presidency until the Senate chooses a Chairman Pro Tem and/or Interim President as outlined by this Constitution and the Bylaws Article III, Section 303. The Senate Chair shall maintain their current position during this process unless appointed as Chairman Pro Tem, President, or Interim President by the Senate,
- H. Livestream and record general senate meetings
- 1. Monitor viewer questions and comments and speak for them throughout meetings
  - 2. Control the camera from the device.
  - 3. Ensure the microphones are picked up and put away after each meeting, as well as ensure the tablet/computer is turned off.
  - 4. Prior to the start of the general senate meeting, it will be required to record and upload said recording at the end of the meeting
417. Duties of Student Outreach Officer
- A. Serve as a representative for student concerns related to campus culture, engagement, and well-being, ensuring all students feel valued and supported.
  - B. Represent and protect the rights and interests of the student body.
  - C. Work alongside the Student Success Coordinator to support and promote students' mental health and well-being.
  - D. Serve as a key liaison between the students with concerns, the Division of Academic Success and Student Affairs (DASSA), the Student Success Coordinator, and K-State Salina Student Governing Association President and Vice President.
  - E. Organize at least two (2) programs; once (1) per semester to encourage connection and promote new experiences.
  - F. Oversee and coordinate special projects and programs of the Student

Governing Association, as assigned by the Student Body President.

418. Duties of the Community Service Coordinator
- A. Identify and organize community service events in Salina and surrounding regions.
  - B. The Community Service Coordinator shall maintain accurate records of all community service events, including participating companies or organizations and their contact information, attendance of parties involved, and any other details deemed necessary by the K-State Salina SGA President.
  - C. Coordinate with the Public Relations Officer to communicate these events to the student body.
  - D. Encourage student volunteerism by promoting opportunities to engage with the community and participate in events.
  - E. Report to the Senate on the outcome and approximate turnout of community service events.
  - F. Shall serve as key liaison between the K-State Salina SGA and the various organizations that it seeks to serve.

## **ARTICLE V LEGISLATIVE**

501. The K-State Salina SGA Senate will carry out legislative functions of the K-State Salina SGA.
502. Conduct of Meetings
- A. All meetings of the Student Governing Association Senate shall be open. Provision shall include, but not be limited to, departmental councils. The only exception shall be when a successful motion has been to proceed in executive session.
  - B. The Student Senate Chair shall be responsible for maintaining an orderly meeting.
503. Membership of the K-State Salina SGA Senate.
- A. Student Senate Chair- The Student Senate Chair is elected by the K-State Salina SGA Senate. The Student Body Vice President will oversee this process at the first General Senate meeting of the term. In this meeting, the Vice President will ask the Senate for nominations for Senate Chair. Any Student Senator can make a nomination. Cabinet members and Executive members may not make nominations. After nominations are given, a plurality vote shall be taken of all senators to determine the winner. In the event of a tie, the Vice President shall cast the tie-breaking vote. After the election, the elected Senator shall be sworn in by the Vice President, provided the elected Senator expresses verbal and noncoerced consent. The Student Senate Chair shall meet and maintain the requirements of Article II, Section 205, Subsection B. The Student Senate Chair shall serve a term of one (1) year. They shall officially take office following the appointment and swearing in. No legislation is required to confirm the Student Senate Chair.
  - B. There shall be a maximum of twenty (20) elected members of the K-State Salina SGA Senate. Members of the Senate shall be divided into representative sections equal to the number of sections on campus. If possible, each representative section shall have a minimum of three (3) senators. The remaining seats shall be distributed based on the percentage of section enrollment to provide proportional representation of the student body.
  - C. If a section on campus fails to fill the proportioned seats for that section by the third meeting of the term, the remaining open seat will be transitioned to a Senators-At-Large section in which membership is not bound by any degree or section. Senators at large will remain senators at large until their duties are complete, at which point the position will return to the assigned Senator section for a minimum of three meetings. After those meetings, the position may return to a senator-at-large position. Each Senator section will retain a minimum of two (2) open senator positions which will not become at large even when unfilled.

- D. A faculty/staff-member(s) appointed by the Dean of K-State Salina, with input from the Student Body President. This faculty shall serve in an advisory, non-voting capacity.
  - E. In the event a senator transfers to a different section or title, the student will automatically become a Senator-At-Large as defined by 503 (C), unless there are no available at-large Senator seats, in which case they are removed from Senate.
  - F. A Senator shall serve a term of one (1) year.
  - G. Newly elected senators shall officially take office the meeting following the general election.
504. Powers and Rights of Senators.
- A. A senator may introduce to the K-State Salina SGA Senate any motion, bill, amendment, act, or question that they desire. They may debate, vote (for or against), or abstain from voting on any issue brought before the K-State Salina SGA Senate.
  - B. A senator shall be granted access to files and records of any K-State Salina SGA Committee, administrative officer, or cabinet member, except judicial files maintained by the Attorney General and EOF committee files.
  - C. A senator shall not be punished outside of the K-State Salina SGA Senate for any speech or debate they make in K-State Salina SGA Senate, with the exception that all members are still subject to University regulations as published.
  - D. A student senator may appoint another student senator as a proxy vote for a meeting, providing that the Student Senate Secretary or Senate Chair has excused the absence. A student senator may carry only one proxy.
505. Duties and Powers of Student Senate.
- A. Appoint a Student Senate Chair, who meets the minimum requirements for a Senate position.
  - B. Impeach any Senator, Student Senate Chair, or elected executive member on grounds of malfeasance, misfeasance, or nonfeasance in office, by the concurrence of two-thirds (2/3) majority vote of the total of the K-State Salina SGA Senate selected and qualified, and then present the case to the Judicial Board for judgment.
  - C. Enact, by majority vote, laws necessary to the well-being of the student

community. Laws providing for creation of, or change to any student fee (or fees) under K-State Salina SGA jurisdiction will require two-thirds (2/3) majority vote of the K-State Salina SGA Senate selected and qualified.

- D. Pass enabling legislation for the establishment or increase of any fee for which the purpose is to finance the construction of or renovation of building or facility at K-State Salina only after the fee has been ratified by a binding student referendum provided for in Article X (10).
- E. Approve or disapprove (by simple majority) appointments made by the Student Body President, Vice President, or Student Senate Chair.
- F. Overrule a veto of the Student Body President by two-thirds (2/3) majority vote of the total membership of the K-State Salina SGA Senate.
- G. Recognize, support, and pass legislation to support and clarify the Student Conduct Code of K-State Salina.
- H. Undertake all reasonable investigations and/or hearings necessary and proper in pursuance of its powers as enumerated in this section.
- I. Pass enabling legislation by a two-third (2/3) majority vote for the allocation of K-State Salina SGA Contingency Fund monies when the criteria is met as specified in Article IV, Section 409, Subsection D of K-State Salina SGA Bylaws.
  - 1. Monies not allocated from the K-State Salina SGA Contingency Fund each fiscal year shall be carried over to the next fiscal year.
- J. Newly elected first-time senators shall review senator training documents to become familiar with the roles, duties, and responsibilities of the position.
- K. Senators are responsible for reviewing and updating all senator transition documentation, including but not limited to the senator training documents and the senator transition documents. All the materials shall be kept accurate and up to date and must be finalized prior to the end of the administration.

## **ARTICLE VI JUDICIAL**

### 601. Judicial Authority

- A. The University President has authority over the operation of the campus judicial program. This authority is delegated to the Dean of K-State Salina.
- B. The Dean or other designee of the Dean shall be the Judicial Advisor; responsible for advising and supporting the operation of the campus judicial program, and in some cases, for determining if there has been a violation of the Conduct Code and impose sanctions.
  - 1. The Dean or any other designee shall serve as the sole member, or one of the members, of an administrative judicial board.
  - 2. The Dean of the K-State Salina may authorize any designee to solely impose sanctions in certain circumstances.
- C. The designee by the authority of the Dean of K-State Salina, assigns the operation of the judicial program to the K-State Salina SGA. This authority shall be vested in the K-State Salina SGA Judicial Branch, composed of the Judicial Board.
- D. This judicial power shall include the disposition of:
  - 1. Non-academic university disciplinary complaints against students,
  - 2. Violations of the K-State Salina SGA Constitution and By-Laws, Conduct Code, Residence Life Policies, Housing, and Dining Services Contracts, and
  - 3. Other interferences with any student's rights and freedoms.
- E. The K-State Salina SGA Attorney General shall be appointed by the Student Body President and shall serve on their Cabinet. The appointment shall be subject to the approval of the K-State Salina SGA Senate. Unless otherwise provided, the Attorney General, in consultation with the Student Body President, shall appoint members to the Judicial Board.

### 602. Composition of the Judicial Board

- A. Members of the Judicial Board shall serve one-year terms and the membership shall be as described below.
- B. The Attorney General's term shall begin immediately upon appointment to the position and conclude when relieved by their successor (as appointed by the

new Student Body President). If the Attorney General resigns, permanently unable to discharge their duties, or is removed from office, the Chief Justice of the Judicial Board shall succeed to the office of Attorney General to perform their duties. In the temporary absence of the Attorney General, the Chief Justice of the Judicial Board shall exercise the powers and duties of the Attorney General.

- C. If able, the Judicial Board shall be composed of the following five voting members, the designee of the Dean and the K-State Salina SGA Attorney General (who both serve as advisors to the Board), and five (5) students as follows:
  - 1. One (1) student appointed by the Residential Assistants.
  - 2. One (1) member at large appointed by the Attorney General.
  - 3. One (1) student unaffiliated with an organized living group appointed by the Student Body President.
  - 4. One (1) Senator appointed by the Student Body President.
  - 5. One (1) member at large, jointly appointed by the Attorney General and the Student Body President.
  - 6. Of the above members, one shall be appointed as the Chief Justice of the Judicial Board by the Attorney General (and confirmed by the Senate in that position). This Chief Justice shall be responsible for the day-to-day running of the Judicial Board, in consultation with the Attorney General.
- D. Membership of the Judicial Board shall be subject to the approval of K- State Salina SGA Senate.
- E. During periods when Judicial Board members are unavailable (or as the need arises,) the designee of the Dean, after consultation with the Attorney General (or designee), may appoint an ad hoc judicial board. Such ad hoc boards shall be composed of at least two (2) students and one (1) faculty-staff member, preferably with prior judicial experience.
- F. No member of the Judicial Board shall hold elected office in either the executive or legislative branch of the K-State Salina SGA unless specifically permitted by the Constitution and By-Laws.
- G. The designee of the Dean, in consultation with the Attorney General, shall

develop policies for the administration of the judicial program and procedural rules for the conduct of hearings. Such policies are subject to the approval of the Senate and must be consistent with provisions of the Conduct Code.

603. Members of the Judicial Board may be impeached by the K-State Salina SGA Senate for misfeasance, malfeasance, or nonfeasance upon a two-thirds (2/3) vote of the total membership of the K-State Salina SGA Senate.
604. The final decision of any judicial board may be appealed in accordance with Article V, Section 9 of the By-Laws.

## **ARTICLE VII OATH OF OFFICE**

701. The Student Body President, Student Body Vice President, Student Senate Chair, Senators, SGA officers elected, appointed or approved by the K-State Salina SGA Senate (including Cabinet members), Attorney General, and Chief Justices and members of the Judicial Board, shall take the following oath of office before taking office: "I do solemnly swear (affirm) that I will faithfully execute the office of (name of office) and will, to the best of my ability, preserve, protect and defend the Constitution of the K-State Salina SGA."
702. The oath of office may be administered by any one of the following officers: The incumbent Chief Justice or another member of the Judicial Board (in all cases), the Student Body President, or student Body Vice President (in the case of the executive branch), Student Senate Chair, any Senator (in the case of the legislative branch), the Attorney General (in the case of the judicial branch) or any person authorized by law to administer oaths by the outgoing K-State Salina SGA President.
703. At the second (2nd) meeting of the K-State Salina SGA Senate following the general election, the oath of office shall be administered to the Senators, then to the Student Body President and Student Body Vice President.

## **ARTICLE VIII**

### **BY-LAW REVISIONS**

801. The K-State Salina SGA shall revise the By-Laws to be published with this Constitution in the student handbook and alter and interpret them as time and situations may require. Such revisions shall be approved by a two-thirds (2/3) majority vote of the total K-State Salina SGA Senate selected and qualified.
802. It shall be the responsibility of the Attorney General (or designee) to enter revisions to the master copies of the Constitution and By-Laws, once approved by the Senate.
803. This master copy of the K-State Salina SGA Constitution and By-Laws to the Constitution shall be kept on file in the K-State Salina SGA Office and be available for viewing upon request.

## **ARTICLE IX CONSTITUTIONAL REVISIONS**

901. Any member of the K-State Salina SGA may propose an amendment to this Constitution, which must be approved by three-fourths (3/4) majority vote of the total K-State Salina SGA Senate selected and qualified.
  
902. Revisions to the K-State Salina SGA Constitution may not be introduced and moved to final action during the same meeting of the K-State Salina SGA Student Senate.

## **ARTICLE X**

### **INITIATIVE, REFERENDUM, AND PLEBISCITE**

1001. Initiative
- A. The members of the K-State Salina SGA shall have the power to propose legislation for inaction or rejection at the polls. This power shall be known as the initiative.
1002. Initiative Procedure
- A. An initiative petition shall contain the full text of the measure proposed and, to be valid, shall be signed by five percent (5%) of the K-State Salina SGA members.
  - B. Upon the presentation of such a petition to the Senate, the Senate must vote on the petition within two weeks. Should the measure fail, it shall be referred to the student body for adoption of the measure on the ballot at a special election held within four weeks or at the next regular election, whichever comes first.
  - C. Regulations may be enacted in the By-Laws to this Constitution to govern the collection and validation of signatures on the initiative petition.
1003. Referendum
- A. The Senate, by majority vote, may refer a measure to the members of the K-State Salina SGA to approve or reject. This process shall be known as the referendum.
1004. Referendum Procedure
- A. The legislation calling for a referendum shall include the full text of the proposed measure and shall provide that the question of the adoption of the measure be placed on the ballot of a special election held within four weeks or at the next regular election, whichever comes first.
1005. Passage of Legislation by the Initiative and Referendum
- A. Each measure shall be submitted on the ballot by a title, which shall be descriptive but not argumentative or prejudicial. The full text of each measure submitted on the ballot shall be available at each polling place.
  - B. The veto power of the Student Body President shall not extend to measures initiated by, or referred to, the members of the K-State Salina SGA.
  - C. Any measure submitted to the membership of the K-State Salina SGA shall become effective when approved by sixty percent (60%) of the votes cast thereon and approval of the election results by the K-State Salina SGA senate.
  - D. Campaigning for or against the initiative or referendum shall be at least 15 feet away from any polling station.

1006. Restrictions on Initiative and Referendum

- A. No measure adopted by the members of the K-State Salina SGA under the initiative or referendum provisions above may be repealed or amended within a period of one year unless by a three-fourths ( $3/4$ ) vote of all the members of the Senate selected and qualified.
  
- B. No measure rejected by the voters under the initiate or referendum provisions above may be passed by the Student Senate within a period of one year unless by a three-fourths ( $3/4$ ) vote of all the members of the Senate selected and qualified.

1007. Plebiscite

- A. The Student Senate may place on the ballot, at a special or regular election, a question upon which the members of the K-State Salina SGA may express their opinion of approval, disapproval, or preference. Such a question shall be known as a plebiscite. The outcome of a plebiscite shall be considered the official expression of student opinion on the issue.

## **ARTICLE XI STUDENT RIGHTS**

1101. The following rights are guaranteed to students:
- A. The right of those employed by the university to join or form unions and enter into collective bargaining;
  - B. The right to petition for changes in curriculum or faculty;
  - C. The right to a fundamentally fair process, including a fair hearing, in all disciplinary matters and to be judged in part or entirely by students, with right of appeal;
  - D. The right to free and timely access to statements of policy which affect students; the university therefore should publish policies affecting students;
  - E. The right to freedom from unreasonable and unauthorized search, seizure, and detention;
  - F. The right to be tried and/or punished no more than once for the same offense, except in cases of violations of university rules and those expressly controlled by a jurisdiction above that of the K-State Salina SGA;
  - G. The right to exercise full rights as a citizen in forming and participating in campus, local, national or international organizations for intellectual, religious, social, political, economic or cultural purposes and to publish and/or disseminate individual views and those of organizations on or off campus;
  - H. The right to conduct research freely and to publish, discuss, and exchange any findings of recommendations whether individually or in association with local, national or international groups;
  - I. The right to organize and join organizations in their common interests;
  - J. The right of any organization to enjoy registration in all cases, provided they comply with the regulations for registration as stipulated in the By-Laws to the K-State Salina SGA;
  - K. The right of K-State Salina SGA registered organizations to participate freely in off-campus activities, subject only to procedural regulations;
  - L. The right of students and K-State Salina SGA registered organizations to use campus facilities subject to such regulations as are required for scheduling meeting times and places;
  - M. The right of students and K-State Salina SGA registered organizations to invite and hear speakers of their choice on subjects of their choice; and

- N. The rights to establish, print, and disseminate publications free of any censorship or other pressures designed to control editorial policy, with the selection and removal of editorial staffs reserved solely to the organization sponsoring those publications. (In cases, however, where a publication enjoys a monopoly of university facilities and finances, the registering authority may properly insist on adequate safeguards in the constitution of the publication to ensure that the requirements for membership be limited to interest, activity, and journalistic ability. The staff of the publication shall administer those safeguards, but in any case, where a person considers they have been unjustly removed from or unjustly prevented from joining the staff, such person may present a complaint to their board of local jurisdiction.)
1102. The enumeration of certain rights herein shall not be construed as to nullify or limit any other rights possessed by students.

## **ARTICLE XII**

### **STUDENT ORGANIZATIONS**

1201. The following rights are expressly granted to student organizations:

- A. A student organization must meet the following requirements to be considered for recognition.
  - 1. Have at least five (5) student members (or 3 provisional members to start an organization).
  - 2. Have a Kansas State University faculty or staff member as an advisor to the club.
  - 3. Have on file with the Division of Academic Success and Student Affairs (DASSA) a copy of the club's constitution, registration form, and any other governing documents.
  - 4. Have at least one meeting per fall and spring semester on the K-State Salina Campus.
  - 5. Meet any other requirements set forth by the Division of Academic Success and Student Affairs (DASSA), the K-State Salina SGA, or the Bylaws to the Constitution.
- B. A probationary period of six (6) weeks shall be applied to all new clubs upon passage of recognizing legislation by the K-State Salina SGA.
  - 1. The probationary period shall be removed at the end of six (6) weeks unless formal legislation of objection is brought before the K-State Salina SGA Senate at which point the recognition may be revoked by a simple majority of the K-State Salina SGA Senate.
- C. A recognized student organization shall have the right and privilege to publish its recognition in the organizations publication within the bounds set forth in the Bylaws to the Constitution.
- D. Any recognized student organization that meets the following criteria may request allocations funds:
  - 1. Attend President's Roundtable as defined by the Allocation's Packet and/or the Vice President.
  - 2. Agree to all the guidelines set in the allocations packet.
  - 3. Abide by any guidelines set by Kansas State University and Kansas State University Salina
- E. The Treasurer and/or President shall have the right to put forward recommendations for allocations that do not meet all qualifications in special

circumstances, so long as those exceptions are outlined in legislation, approved by the Senate, and are within the guidelines of all other SGA law and University rules.

- F. A recognized student organization shall maintain the right and privilege to be included in any listing of organizations published by the K-State Salina SGA.
- G. A recognized student organization may lose its recognition if it fails to meet the requirements set forth in Paragraph A or upon a simple majority passage of decertification legislation brought before the K-State Salina SGA Senate.
- H. Funding for recognized student organizations shall be applied as per the Bylaws to the K-State Salina SGA Constitution, the Allocations Committee, Treasurer, and/or the decisions of the K-State Salina SGA Senate.
- I. Disbursement of K-State Salina SGA funds to SGA recognized organizations is at the discretion of the K-State Salina SGA Senate, which shall not be required to disburse funds.

## **Article XIII**

### **Governing and Reference Documents**

1301. The following documents serve as the guiding and governing documents of the Kansas State University Salina Student Government Association (SGA):
- A. SGA Constitution
  - B. SGA Statutes
  - C. SGA Bylaws
  - D. SGA Senate Standing Rules
1302. The following forms are utilized by the Kansas State University Salina SGA in the execution of its duties and operations:
- A. SGA Allocations Packet
  - B. Club Packet
  - C. Bill Template
  - D. Educational Opportunity Fund (EOF) packet
  - E. Equipment Rental
  - F. SGA Proxy Form
  - G. Resolution Template
1303. Additions to the list of above documents and forms may be approved by the SGA Senate with a majority vote and shall be maintained by the SGA Secretary or an individual may be delegated by the Secretary to do such

## **Article XIV**

### **Committee Procedures**

1401. The following list shall give as an outline of what committees must do to be acknowledged as a current Kansas State University Salina SGA Committee.

- A. Committee Recognition and Reporting
  1. Any proposed committee must submit a written purpose statement, member list, and expected duration to the senate for approval
  2. A committee shall be acknowledged and granted authority upon approval by a majority vote of the Senate
  3. All committees shall report their activities and recommendations to the senate through a committee member.
  
- B. Committees are advised to:
  1. Meet as required
  2. Meet with a quorum of the voting members. No official action shall be taken without a quorum present.
  3. Meetings shall be scheduled by the Committee Chair; a meeting agenda is recommended to be given at least 24 hours prior to the meeting.
  4. Committees shall report their recommendations and actions to the Senate and shall submit written reports when requested and as needed.
  5. The committee shall adhere to follow its own procedures that are consistent with the Constitution and Bylaws.
  6. Meeting time and date shall be given to the Kansas State University Salina SGA. Open meetings shall be held if the committee deems necessary.