

METROPOLITAN STATE UNIVERSITY OF DENVER  
Student Government Assembly



**CONSTITUTION**

## TABLE OF CONTENTS

COVER PAGE.....	1
TABLE OF CONTENTS.....	2
PREAMBLE.....	3
ARTICLE I – CONSTITUENCY .....	3
ARTICLE II – CONSTITUTIONAL PREEMINENCE.....	3
ARTICLE III – PURPOSE AND GOALS .....	3
ARTICLE IV – MEMBERSHIP AND ELIGIBILITY .....	3
ARTICLE V – OFFICERS AND REPRESENTATIVE POSITIONS.....	5
ARTICLE VI – SUCCESSION AND VACANCY PROCEDURES.....	5
ARTICLE VII – DIVISIONS OF THE SGA.....	5
ARTICLE VIII – ELECTION SERVICES AND ELECTIONS .....	5
ARTICLE IX – EXECUTIVE DIVISION .....	6
ARTICLE X – LEGISLATIVE DIVISION .....	7
ARTICLE XI – OPEN MEETINGS AND DOCUMENTS .....	7
ARTICLE XII – INTERPRETATION OF GOVERNING DOCUMENTS .....	7
ARTICLE XIII – AMENDMENT PROCEDURES .....	8
ARTICLE XIV – TRANSITIONAL PROVISIONS.....	8
ARTICLE XV – RATIFICATION AND IMPLEMENTATION .....	8

# CONSTITUTION OF THE STUDENT GOVERNMENT ASSEMBLY OF METROPOLITAN STATE UNIVERSITY OF DENVER

## PREAMBLE

We, the students of Metropolitan State University of Denver (hereinafter referred to as MSU Denver), in order to maximize student involvement in university affairs, to promote academic excellence, to provide a forum for the expression of the ideas, opinions, and concerns of the student body, and to promote harmony and cooperation within the entire MSU Denver community, do ordain and establish this Constitution for the Student Government Assembly of MSU Denver.

## ARTICLE I – CONSTITUENCY

The full constituency of the Student Government Assembly (*hereinafter referenced as SGA*) comprises all graduate and undergraduate students currently enrolled at Metropolitan State University of Denver.

## ARTICLE II – CONSTITUTIONAL PREEMINENCE

This Constitution shall have preeminence in matters of the SGA. Every member of the SGA, pledges to uphold this Constitution. Actions that are inconsistent with this Constitution shall be invalid.

## ARTICLE III – PURPOSE AND GOALS

To support the mission of MSU Denver, the SGA advocates for students interests, provides leadership opportunities, and enhances the University experience by unifying and empowering students.

The SGA at all times shall strive actively to:

1. solicit student involvement in the formulation of university policies and encourage student participation in all other university matters that directly or indirectly affect the student body;
2. promote student integrity and excellence in academic endeavors and pursuits;
3. encourage student participation and opportunities through the projects and programs internally developed;
4. develop professional and leadership skills in order to effectively advocate for the student body;
5. support the various officially established student organizations, and acknowledge their contributions toward the enhancement of the educational experience and the betterment of the MSU Denver community;
6. maintain meaningful communication between the student body and the various other groups within the university and surrounding communities;
7. be well informed of student, faculty and administration initiatives, with the overarching goal of protecting the rights, freedoms, interests, and well-being of the students;
8. oversee the processes related to student fee assessment and allocation;
9. to uphold the Board of Trustees and University administration policies regarding shared governance; and,
10. to take all appropriate actions within the scope of its authority to advocate fairly and effectively on behalf of the student body.

## ARTICLE IV – MEMBERSHIP AND ELIGIBILITY

**Section 1** – All the positions of the SGA are open to graduate and undergraduate students, unless otherwise specified by Colorado State statute. In order to be an elected or serving member of SGA the following qualifications must be met.

**Section 1A** – MSU Denver graduate students must have the following minimum qualifications:

1. Have and maintain at least a 3.0 cumulative GPA at MSU Denver.
2. Be minimally qualified to be employed by MSU Denver according to applicable university policies.
3. Be enrolled for a minimum of three (3) credit hours per semester during fall and spring semesters.
4. Must have earned at least twelve (12) undergraduate credit hours or six (6) graduate credit hours from MSU Denver.

**Section 1B** – MSU Denver undergraduate students must have the following minimum qualifications:

1. Have and maintain at least a 2.5 cumulative GPA (2.25 for Student Senate) at MSU Denver.
2. Be minimally qualified to be employed by MSU Denver according to applicable university policies.
3. Enrolled in at least nine (9) credit hours per semester during the fall and spring semesters.
4. Earned at least nine (9) credit hours from MSU Denver (President and Vice President at least eighteen (18) credit hours from MSU Denver).
5. Must have at least one full academic year remaining at MSU Denver.

**Section 1C** – No graduate or undergraduate student shall be a candidate for any elected position who does not have at least one full academic year remaining at MSU Denver and/or meet any of the minimum qualifications above during the time of service or at the beginning of the election timeline established by the Election Services.

**Section 1D** – Additional minimum qualifications may be found in the Member Handbook under the Hiring Procedures section.

**Section 2** – The method in which elected officials are elected is dictated by the Student Election Services. Refer to the Student Election Services Bylaws and Codes for method and procedures.

**Section 3** – All members shall serve a one-year term commencing on June 1 and continuing until May 31 of the following year. The President, Vice President, Associate Vice President, SGA Delegates, and Speaker of the Student Senate shall serve an additional month at the end of their term for training purposes.

**Section 4** – All members of the SGA, except for volunteer positions, are to be compensated and shall be considered MSU Denver student employees. Members are compensated through an hourly pay rate with specifically allocated hours, which are dictated by the level of the position. The position level structure can be found in the Member Handbook, but shall imitate the following structure:

1. President – Up to 30 hours
2. Vice President – Up to 28 hours
3. Associate Vice President – Up to 28 hours
4. Director – Up to 20 hours
5. Manager or SGA Delegate – Up to 15 hours
6. Student Senator or Coordinator – Up to 12 hours

**Section 5** – Hourly pay rate shall neither be increased nor diminished during the continuance of a term of service, unless it is dictated by superseding documents or a unanimous vote by the SGA Team is conducted to do so for astringent and necessary purposes, in which astringent and necessary shall be defined in the Member Handbook.

**Section 6** – The University shall identify the administrative advisor for the SGA.

## **ARTICLE V – OFFICERS AND REPRESENTATIVE POSITIONS**

The SGA is composed of student representatives whose positions are dictated through elections, hiring or appointment.

**Section 1** – The following are the established positions: one (1) President, one (1) Vice President, one (1) Associate Vice President, one (1) Manager of Election Services, one (1) Student Trustee (SGA Delegate), two (2) SACAB Representative (SGA Delegates), and up to eight (8) Student Senators.

**Section 2** – The following representative positions are to be determined by the Member Handbook: Director(s), Manager(s), and Coordinator(s).

**Section 3** – The description of the roles and authority for all SGA positions shall be found in the Member Handbook.

**Section 4** – The President, Vice President, SGA Delegate positions and the Student Senators shall be nominated and elected according to the procedures set by the Student Election Services.

## **ARTICLE VI - SUCCESSION AND VACANCY PROCEDURES**

**Section 1** – The Member Handbook, under the Succession section, shall outline the line of succession for the President, Vice President, Speaker of the Student Senate, Speaker Pro Tempore and Parliamentarian.

**Section 2** – Whenever a vacancy occurs within the SGA, the President shall appoint a new representative to fill the vacancy for the remainder of the unexpired term, unless otherwise specified in Colorado State statute.

**Section 3** – The President shall appoint a student that meets all the SACAB membership requirements as stated in their bylaws to fill the vacancy for the remainder of the term. The appointee shall also meet the minimum qualifications for the SGA Delegate position and membership qualification requirements.

## **ARTICLE VII – DIVISIONS OF THE SGA**

**Section 1** – The SGA shall be composed of three distinct divisions — the Election Services Division, Executive Division, and the Legislative Division. No student shall serve simultaneously within multiple divisions of the SGA. The SGA Team shall serve as the unifying and inclusive assembly of the three divisions.

**Section 2** – The SGA Team shall be composed of all the members of each division with the exception of the Election Coordinators. The Manager of Election Services shall be a member of the SGA Team meeting, but shall not have voting power as it may serve as a conflict of interest due to their position. The Student Body President may call special meetings of the SGA Team for matters that will not admit delay.

**Section 3** – All members of the SGA shall have one (1) vote in the SGA Team Meetings, except for the Chair, who is identified in the Member Handbook, and the Manager of Election Services. All decisions of the SGA shall be effected by a majority of those representatives present and voting.

**Section 4** – The divisions of the SGA shall work cooperatively to ensure efficiency in all operations and processes, and to maintain the constitutional order herein established.

## **ARTICLE VIII – ELECTION SERVICES DIVISION AND ELECTIONS**

**Section 1** – The Election Services of Metropolitan State University of Denver shall consist of a Manager of Election Services and two Election Coordinators, and shall function as an autonomous body within the SGA.

**Section 2** – The Election Services shall be responsible for the organization and execution of the SGA elections as described in the SGA Member Handbook and the Election Services Bylaws and Codes.

**Section 3** – The Election Services shall be responsible for holding the elections of the Student Body President, Vice President, SACAB Representatives (SGA Delegates), Student Trustee (SGA Delegate), and Student Senators. In addition to the SGA membership qualifications, Colorado State law shall outline additional qualifications and terms of service for the positions of the Student Trustee and SACAB Representatives.

**Section 4** – The Election Services shall be responsible for distributing the candidate forms and documents to all interested candidates of elected positions.

**Section 5** – The Election Services shall request information from the office of Student Engagement and Wellness on all candidates for elective SGA office. The Election Services may exclude from participation in any SGA election to any student whose disciplinary record that may be found in University’s Student Handbook, including but no limited to the Student Code of Conduct.

**Section 6** – No student shall simultaneously stand for election to multiple elective positions within the SGA. In every election, referendum, or constitutional amendment, each student shall have one vote, except during elections for Student Senators and SACAB Representatives (SGA Delegates), for which each student may vote for as many candidates as there are seats to be filled.

**Section 7** – All appeals during an election shall be reviewed by the Student Review Board and the recommendation shall then be considered by the Election Services.

**Section 8** – Refer to the Election Services Bylaws, Codes, and the SGA Member Handbook for any additional operations of the Election Services.

#### **ARTICLE IX – EXECUTIVE DIVISION**

**Section 1** – The executive division shall be composed of the Student Body President, Vice President, and Associate Vice President, Student Trustee (SGA Delegate), SACAB Representatives (SGA Delegates) and staff.

**Section 2** – The President shall act as the chief executive officer of the SGA and represent the student body and the SGA to all internal and external groups. They shall serve as the Executive Advisor to the Legislative Division and be vested with the power to veto any legislative action.

**Section 3** - The Executive Division has the authority to:

1. determine their bylaws for their meetings;
2. establish needful committees and task forces to facilitate its business;
3. add, select and dismiss its advisors;
4. enter into executive session during their meetings in accordance to the provisions of Article XI of this Constitution;
5. to initiate and sponsor activities, projects, and services of general benefit to the student body;
6. recommend to the Student Body President needful positions or purchase within the SGA;
7. to initiate proposals and endorsements regarding all topics brought forth by students or student organizations that bear upon matters of general student governance;

**Section 4** – Refer to the Member Handbook and Executive Meeting Bylaws for any additional operations of the Executive Division.

#### **ARTICLE X – LEGISLATIVE DIVISION**

**Section 1** – The Student Senate of Metropolitan State University of Denver shall be composed of up to eight Student Senators.

**Section 2** – The Senate shall meet on Friday every week during the summer, fall and spring terms, at such time as the Student Senate may determine. The presence of a majority of the Senators shall constitute a quorum to conduct business.

**Section 3** – Each Senator shall have one vote, except for the Speaker, and all decisions of the Student Senate shall be effected by a majority of those Senators present and voting.

**Section 4** – The Student Senate has the authority to:

1. determine their bylaws;
2. choose its officers from among its members, which include the Speaker of the Student Senate, Speaker Pro Tempore, and Parliamentarian;
3. establish needful standing and ad-hoc Student Senate committees to facilitate its business;
4. add, select and dismiss Student Senate advisors;
5. enter into executive session during their meetings in accordance to the provisions of Article XI of this Constitution;
6. to initiate and sponsor activities, projects, and services of general benefit to the student body;
7. recommend to the Student Body President needful positions or purchases within the SGA;
8. to legislate regarding all topics brought forth by students or student organizations that bear upon matters of general student governance.

**Section 5** – Refer to the Student Senate Bylaws and the Member Handbook for any additional operations of the Legislative Division.

#### **ARTICLE XI - OPEN MEETINGS AND DOCUMENTS**

**Section 1** – The meetings of consultative or deliberative bodies, as defined in the SGA Member Handbook, shall be open to all members of the MSU Denver community, except those meetings convened in executive session according to the laws of the State of Colorado.

**Section 2** – In order to ensure open and responsible information sharing, all documents and actions of the SGA not dealing with legally protected information shall be open and available to the public. Each division is responsible for taking minutes of their meetings and making them available.

**Section 3** – The SGA shall keep any recordings and all written minutes for a minimum of 3 years.

#### **ARTICLE XII – INTERPRETATION OF GOVERNING DOCUMENTS**

**Section 1** – The Election Services, Executive Division, Legislative Division, and the SGA Team shall utilize the services of the MSU Denver General Council to request an interpretation of this Constitution and the SGA Member Handbook, alongside their respective bylaws.

**Section 2** – The Student Review Board may also be used as an alternate for recommendations that need a student perspective as to how to interpret this Constitution and the SGA Member Handbook, alongside their respective bylaws.

### **ARTICLE XIII – AMENDMENT PROCEDURE**

**Section 1** – The SGA Team, whenever three-fourths of the voting members concur, may propose amendments of this Constitution or the complete replacement. The Chair of the SGA Team shall present the proposal to the SGA Election Services for a student vote.

**Section 2** – Any student(s) desiring to propose an amendment of this Constitution or the complete replacement may submit a recommendation to the SGA Team that must be considered and voted on by the SGA Team. The Chair of the SGA Team shall present the proposal to the SGA Election Services for a student vote.

**Section 3** – The Election Services shall hold a constitutional vote during either the General elections or a Special election as defined in the Election Services Bylaws and Codes.

**Section 4** – A proposed amendment shall take effect and be appended to this Constitution upon ratification by a majority of those students voting.

**Section 5A** – An alteration to the name of Metropolitan State University of Denver shall not necessitate an amendment. In the event of such an alteration, the Student Body President shall be responsible for making the appropriate updates.

**Section 5B** – A correction of grammar or spelling shall not necessitate an amendment.

### **ARTICLE XIV – TRANSITIONAL PROVISIONS**

This Constitution supersedes all previous SGA constitutions, rendering them invalid. However, all other SGA rules, regulations, policies, and decisions in effect at the time of the ratification hereof shall be as valid under this Constitution as under previous constitutions, unless it is inconsistent with this Constitution.

### **ARTICLE XV – RATIFICATION AND IMPLEMENTATION**

**Section 1** – The ratification by a majority of those students voting shall be sufficient for the establishment of this Constitution.

**Section 2** – Following the ratification, this Constitution shall take effect immediately.