



1 **Constitution of the University of Colorado Denver Student**
2 **Government Association**

3 Last revised on March 3rd, 2023

4 By: Chief Justice Burns & Associate Justice Ravisankar

5 We, the students of the University of Colorado (CU Denver), in order to give the students
6 effective representation in the shared governance of the campus, to provide the students with an
7 enriching and fulfilling university experience, and to promote the general welfare of the student
8 body establish this Constitution of the University of Colorado Denver Student Government
9 Association (CU Denver SGA). We do so in accordance with the University of Colorado Board
10 of Regents laws and policies, the Constitution of the State of Colorado, and the Constitution of
11 the United States of America.

12 **Article I: Declaration of Rights**

- 13 A. Students shall have the right to representation by students in accordance with the
14 University of Colorado Board of Regents laws and policies in the form of CU Denver
15 SGA.
- 16 B. Students shall have the right to participate in CU Denver SGA in accordance with the CU
17 Denver SGA Constitution and bylaws.
- 18 C. Students shall have the right to petition and appear before CU Denver SGA for matters of
19 governance as detailed by this Constitution.
- 20 D. Students shall have the right to appear before and speak to CU Denver SGA.
- 21 E. Students shall have the right to access the decisions made by CU Denver SGA, meeting
22 minutes, and governing documents.
- 23 F. Students shall have the right to assemble, petition, and protest against CU Denver SGA.
- 24 G. Students shall have the right to equitable treatment and advocacy from CU Denver SGA.
- 25 H. All student activity fee paying students enrolled at CU Denver are constituents of the CU
26 Denver Student Government Association, and thereby eligible to vote in any election held
27 under the authority granted by this constitution.



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

- 28 I. Students shall have the right to attend all committee and subcommittee meetings of CU
29 Denver SGA.
- 30 J. Students reserve all rights guaranteed and protected by the Constitution of the University
31 of Colorado Denver Student Government Association, the Constitution of the State of
32 Colorado, the Constitution of the United States of America and all other established
33 legislation at the University, State, and Federal levels.
- 34 K. The University of Colorado, and thus CU Denver SGA, is committed to maintaining a
35 positive learning, working and living environment. The University prohibits
36 discrimination on the basis of race, color, national origin, sex, age, disability, pregnancy,
37 creed, religion, sexual orientation, veteran status, gender identity, gender expression,
38 political philosophy or political affiliation in admission and access to, and treatment and
39 employment in, its educational programs and activities.
- 40 L. No decision related to the recognition or funding of any student group, access to any of
41 the benefits afforded by CU Denver SGA, or participation in any CU Denver SGA
42 endeavor, shall be made from the partisan viewpoint of any individual or politically
43 involved group.
- 44 M. All elected and hired SGA members will be afforded the right to the respective
45 communication channels used by the governing body for the entirety of their term.

46 **Article II: Qualifications for Office**

- 47 A. Elected offices of CU Denver SGA shall be President, Vice President, Director of Events,
48 Director of Communications, Director of the Student Services Review Committee,
49 Student Advisory to the Auraria Board (SACAB) representatives and the membership of
50 the standing committees, as provided herein. Appointed officers of the CU Denver SGA
51 shall be the Chief of Staff, Judicial Committee, and Election Commissioners, as provided
52 for herein, along with any other such officers as the Senate may create between election
53 periods after approval by two-thirds (2/3) majority of the Senate.
- 54 B. CU Denver SGA constituents are eligible to serve in the elected or appointed into officer
55 positions in the CU Denver SGA, subject to the following conditions:



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

- 56 a. Undergraduate students must be degree-seeking and enrolled in a minimum of six
57 (6) credit hours for the duration of their term. Graduate students must be enrolled
58 in a minimum of three (3) credit hours for the duration of their term or receiving
59 thesis/dissertation credits.
- 60 b. All students holding an elected or hired position within CU Denver SGA must
61 disclose any affiliations with any/all recognized CU Denver and/or student fee
62 funded organizations.
- 63 c. The President, Vice President, Director of SSRC, Finance and Funding Chair,
64 Civics Chair, and College Council Chair may not concurrently hold an executive
65 office, including, but not limited to, the offices of President, Vice President, and
66 Chief of Staff in any student fee funded organization.
- 67 d. All students holding elected or appointed office within the CU Denver SGA, must
68 remain in good academic and disciplinary standing as defined by CU Denver and
69 with their respective school(s) and/or college(s).
- 70 C. No student may concurrently hold more than one (1) elected or appointed office of CU
71 Denver SGA or any paid staff position within CU Denver SGA, except as follows:
- 72 a. A student holding elected or appointed position within CU Denver SGA, other
73 than the President or Vice President, may concurrently hold one (1) paid staff
74 position within CU Denver SGA upon approval by two-thirds (2/3) majority vote
75 of the Senate.
- 76 b. All appointed positions within the CU Denver SGA shall be considered “paid
77 staff positions.”
- 78 c. A student in a non-voting position within CU Denver SGA may concurrently hold
79 two (2) paid non-voting positions upon approval by a two-thirds (2/3) majority
80 vote of the Senate.
- 81 d. The provisions of Article II (C) shall not apply to any Ad-Hoc committee created
82 by the Senate pursuant to this Constitution.



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

83 D. Failure to meet any of these conditions throughout the duration of a term of office shall
84 be grounds for removal from CU Denver SGA by impeachment or at the discretion of the
85 Chancellor.

86 **Article III: Legislative Branch**

87 *Senate Composition*

88 A. The legislative authority of CU Denver SGA resides in the standing membership of the
89 senate which shall be comprised of:

- 90 a. All standing committee members, including eight (7) College Council members –
91 one from each respective college, four-to-six (4-6) representatives from the
92 Finance and Funding committee, and four-to-six (4-6) representatives from the
93 Civic Engagement committee, and two (2) Student Advisory Committee to the
94 Auraria Board members (SACAB) elected from the student body at-large in
95 accordance with this Constitution and shall be full voting members of the Senate.
96 b. The Director of the Student Services Review Committee, the Director of
97 Communications, and the Director of Events shall be full voting members of the
98 Senate.

99 B. The Vice President shall chair and preside over meetings of the Senate, and shall not be a
100 voting member, except in the case of a tie. The Senate shall elect from among its
101 members a President Pro Tempore who shall preside over meetings of the Senate in the
102 absence of or at the request of the Vice President.

103 C. Meetings of the Senate shall be held weekly or up to the discretion of the Vice President
104 during the Fall and Spring semesters, and at least once during the summer semester.
105 Additional meetings may be held at the discretion of the Vice President, or the President
106 Pro Tempore if the Vice President shall refuse to act, or upon affirmative vote or
107 signature of a majority of the Senate membership.

108 D. The Senate may adopt legislation, upon introduction by any member of the CU Denver
109 SGA. Legislation proposals introduced by any member of the Senate may be referred by



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

110 the Senate to any such standing committees or Ad-Hoc committees of the Senate as the
111 Senate shall deem necessary.

112 E. The Senate shall approve the CU Denver SGA operating budget in accordance with CU
113 Denver rules and procedures.

114 F. The Senate shall approve bylaws for all standing committees within CU Denver SGA
115 with two-thirds (2/3) majority vote. The Senate shall not act except upon the presence of
116 a quorum, which shall be two-thirds (2/3) majority of the standing membership.

117 G. The Senate shall have the sole power to try all impeachments as set forth herein upon
118 presentation of said impeachments by the Judicial Committee.

119 *Committees*

120 A. There shall be six (6) standing committees comprised of sitting membership within the
121 Senate as follows:

122 a. Civic Engagement Committee

123 b. College Council

124 i. The College Council shall be composed of one representative from each
125 of the seven (7) colleges at CU Denver: Architecture and Planning, Arts
126 and

127 Media, Business, Education and Human Development, Engineering and
128 Applied Science, Liberal Arts and Sciences, Public Affairs.

129 c. Public Relations Committee

130 i. Director of Communications

131 ii. Director of Events

132 d. Finance and Funding Committee

133 e. Judicial Committee

134 f. Student Services Review Committee

135 g. Pursuant to §23-70-102, C.R.S. (2013), as it may hereinafter be revised or

136 renumbered, there exists a Student Advisory Committee to the Auraria Board of

137 Directors (SACAB), comprised in part of CU Denver SGA representatives who

138 shall be elected and shall serve in the manner prescribed by law. In the event of a



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

139 vacancy by a CU Denver SGA representative to SACAB, it shall be the highest
140 priority of the CU Denver SGA to fill such vacancy in the manner prescribed by
141 the law. The Senate shall be responsible for adopting procedures to fill vacancies
142 as prescribed by law, and for carrying out any other responsibilities imposed by
143 law on the student government or governing body related to SACAB.

144 B. Be it enumerated in the Constitution the delegation of power to the bylaws in outlining
145 the duties and functions of committees.

146 C. Each committee shall nominate their own chair, through a vote.

147 D. The Senate may create Ad-Hoc committees and define the membership and purpose of
148 such committees, without limitation, as needed.

149 E. A resolution depicting the purpose of the Ad-Hoc must be created and approved by a two-
150 thirds (2/3) majority vote at Senate.

151 *Advisory Committees of the Legislative Branch*

152 A. Pursuant to CU Denver policy, there exists a Student Services Review Committee
153 (SSRC), which shall be responsible for making recommendations regarding the allocation
154 of all student purpose fee dollars. SSRC shall ensure that all student purpose fee dollars
155 are allocated in a manner that best serves the students of the University of Colorado
156 Denver.

157 B. The Senate shall have the authority to appoint an advisory representative to serve as a
158 member of the Senate upon two-thirds (2/3) majority vote by the standing membership of
159 the Senate. Roles and responsibilities for this representative must be documented before
160 the position may be appointed.

161 a. If the position is created by executives for the academic year, these positions can
162 be granted voting rights outside of the constitution with the approval of temporary
163 bylaws by the Senate.

164 C. All Ad-Hoc committees and Ad-Hoc positions shall be considered Advisory Committees
165 of the Legislative Branch unless specified otherwise.

166 **Article IV: Executive Branch**



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

167 ***President***

- 168 A. The executive authority of CU Denver SGA shall reside in the President, who shall be
169 responsible for oversight and general functioning of the entire body. The President shall
170 be the liaison between CU Denver administration and the CU Denver SGA, the
171 spokesperson for the student body and shall represent CU Denver SGA; or shall
172 designate a representative, on the system-wide intercampus forum.
- 173 B. The President, together with the Vice President, shall be annually elected at-large by the
174 Student Body.
- 175 C. The President shall approve or veto, in writing, any legislation adopted by the Senate.
176 a. The President must approve, in writing, any legislation adopted by the Senate
177 within five (5) business days.
- 178 b. The President may veto any legislation brought forth from the Senate floor within
179 five (5) business days, it shall be considered approved.
- 180 c. If no action is taken upon any legislation within five (5) business days, it shall be
181 considered approved.
- 182 D. The President's veto may be overridden by a two-thirds (2/3) majority vote of the Senate
183 within five (5) business days after said veto.
- 184 E. The President shall address the Senate on the state of the campus and recommend
185 measures for consideration as they deem necessary and expedient.

186 ***Vice President***

- 187 A. The Vice President shall aid the President in executing the duties of the office.
- 188 B. The Vice President shall serve as the chair of the Senate.
- 189 C. The Vice-President shall participate in any executive committee of CU Denver SGA,
190 having been established by the Senate in the manner prescribed by the Senate.

191 ***Chief of Staff***

- 192 A. The Chief of Staff shall serve as an assistant to the President and Vice President. B.
193 The Chief of Staff shall be appointed at the discretion of the President and Vice
194 President.



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

195 C. The Chief of Staff shall act as recordkeeper of staff hiring, quorum, and attendance in
196 coordination with the Judicial branch.

197 a. Additional duties will be defined as needed by President and Vice President.

198 **Article V: Judicial Committee**

199 A. The Judicial Committee shall consist of the Parliamentarian having been nominated by
200 the President and confirmed by the Senate.

201 a. Chief Justice of the Judicial Committee shall serve as the Parliamentarian.

202 b. The Parliamentarian shall act as recordkeeper and Parliamentarian for all Senate
203 meetings and shall keep records of attendance and voting tabulations for all
204 Senate meetings.

205 B. The Judicial Committee shall oversee all activities of the CU Denver SGA. Ensuring that
206 the creation and implementation of the CU Denver SGA policies and legislation coincide
207 with the interests of the University of Colorado Denver and its students. All judgements
208 of the Judicial Committee shall be binding on the SGA. All duties and responsibilities are
209 outlined in the Judicial Committee bylaws.

210 **Article VI: Elections and Terms of Office**

211 ***Election Commissioners***

212 A. There shall be two-to-three (2-3) Election Commissioners who shall be nominated by the
213 Executive Branch and confirmed by the Senate. The Election Commissioners shall be
214 responsible for conducting all CU Denver SGA elections in accordance with the Election
215 Code, which shall be proposed by the Election Commissioners and approved by the
216 Senate; the Senate may adopt revisions to the Election Code not proposed by the Election
217 Commissioners upon a two-thirds (2/3) majority vote of its standing membership.

218 ***General Elections***

219 A. Elections shall be held at the time and manner set forth in the Election Code. The general
220 elections for all elected CU Denver SGA offices shall be held annually during the Spring
221 semester and no elections may occur during the summer semester or during any break in
222 the academic year.



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

223 ***Terms of Office***

224 A. The terms of all regularly elected offices established herein shall be one (1) year,
225 following General Elections, beginning the day after CU Denver graduation, and ending
226 the day before graduation the following year. Any member elected to fill a vacancy under
227 a special election as set forth herein shall serve the remainder of the regular term of such
228 office. All appointed offices of CU Denver SGA shall be coterminous with regular
229 elected term, except as otherwise provided herein or as approved by the Senate.

230 ***Referenda***

231 A. Upon approval by a two-thirds (2/3) majority vote of the standing membership of the
232 Senate, or upon petition by at least ten percent (10%) of the CU Denver student body, and
233 subject to prior approval by the Chancellor, any question may be submitted to the student
234 body for approval at the next general election or at a time and place set forth in the
235 Election Code.

236 B. A referendum shall consist of a single question such that a student may vote either “yes”
237 or “no”, and any referendum submitted to the student body by a student petition shall
238 have the exact wording of the petition or motion initiating the election. A referendum
239 requires a simple majority to pass.

240 ***Special Elections***

241 A. Special elections shall be conducted as set forth in the Election Code or as determined by
242 the Senate.

243 **Article VII: Removal and Vacancies**

244 ***Impeachment***

245 A. Any elected or appointed member of CU Denver SGA, who fail to substantially fulfill the
246 duties of the office, may be impeached.

247 a. Possible grounds for impeachment include, but are not limited to the following:

248 i. Failure to abide by all adopted Bylaws, and Resolutions, and this
249 Constitution.

250 ii. Violation of University policies and procedures.

251 b. Remedies allowed for impeachment process:



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

- 252 i. Removal of Office
- 253 ii. Any other remedy recommended by Judicial and the Senate.
- 254 B. Articles of Impeachment may be filed with the Judicial Committee at any time by any
- 255 elected or appointed officer of CU Denver SGA.
- 256 a. Articles of Impeachment must state all grounds and factual evidence for
- 257 impeachment.
- 258 C. Inquiry Process
- 259 a. The Judicial Committee will conduct an inquiry for all impeachment allegations
- 260 and present findings to the Senate body with a recommended action.
- 261 i. In the event that impeachment is brought forward against Judicial
- 262 Committee members, the President and Vice President will preside over
- 263 the inquiry.



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

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b. From the date of submission of Articles of Impeachment, Judicial has 10 (ten) 264
business days to finish inquiry process.

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c. After the inquiry process, Judicial Committee shall notify the President, Vice

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President, and Ex-Officio of the findings and request to be on the following 267 agenda of a
regular Senate Meeting.

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i. A special Senate Meeting may be called for the expressed purpose of the

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impeachment procedures.

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1. Two (2) business days' advanced notice must be given to the

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members of SGA.

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2. The Student Body must be informed of the special session at least 273 thirty-six (36) hours
before the meeting occurs.

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3. Quorum will be the same as a regular Senate Meeting.

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D. Impeachment Procedure

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a. A motion shall be made and seconded by to review impeachment of the member

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in question.

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b. The member in question shall be given the opportunity to speak their own defense 279 and
offer evidence as they deem necessary.

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c. Following full discussion, the motion of impeachment shall be voted on

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immediately.

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d. All members of CU Denver SGA present, including the member in question, but 283 not
including the President, Vice President, Judicial Committee members, and ex284 officio shall have
voting rights in the process of impeachment. 285

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e. Upon a two-thirds (2/3) majority vote of the
Senate, the judgement of 286 impeachment shall be determined.

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f. A member who is removed from office, may not hold any position in CU Denver 288 SGA
for at least two (2) years after removal.

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g. If the Vice President is subject to impeachment the President Pro Tempore will

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preside over Senate.

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Recall



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

- 291 A. Any constituent may initiate removal of any elected or appointed officer of CU Denver
292 SGA by submitting a recall petition to the Judicial Committee.
- 293 B. A petition must contain a statement of specific reasons for proposed removal and be
294 signed by at least fifteen percent (15%) of the CU Denver student body.
- 295 C. Upon submission of the recall petition, the Judicial Committee shall certify that the recall
296 petition meets the following requirements:
- 297 a. Printed full legal name
 - 298 b. CU Denver email address
 - 299 c. Signature
- 300 D. After approval, the Judicial Committee shall forward such a petition to the Senate within
301 at least two (2) business days.
- 302 E. If the Senate determines a recall questionnaire to the student body is appropriate, a
303 special election shall be held as described in this Constitution and the Election Policy.

304 ***Termination***

- 305 A. All CU Denver SGA members are student employees, and thus are “at will” employees
306 who can be terminated by their respective hiring department at any time. This includes,
307 but is not limited to, the following reasons:
- 308 a. Lack of performance or attendance
 - 309 b. Falsifications of timesheet
 - 310 c. Releasing of restricted information
 - 311 d. Theft
 - 312 e. Unauthorized or fraudulent use of equipment and/or property
 - 313 f. Violation of University policies and procedures
- 314 B. Any member who is terminated may not hold any position in CU Denver SGA for at least
315 two (2) years after termination.



Student Government Association

UNIVERSITY OF COLORADO **DENVER**

316 *Vacancies*

- 317 A. Should the office of President become vacant during the term, the Vice President shall
318 serve as President, and the Senate shall select and confirm a Vice President from the
319 standing membership of the Senate.
- 320 B. Should President and Vice President become vacant the President Pro Tempore will serve
321 as an interim President for the remaining semester.
- 322 a. If the President Pro Tempore assumes the office of President during the fall
323 semester, a special election shall be held prior to the start of the spring semester.
- 324 C. Should any elected or appointed office of CU Denver SGA, other than President, become
325 vacant during the term, the Chair of the committee and/or committee shall nominate, and
326 the Senate shall confirm an eligible student to hold such office; except that any vacancy
327 within SACAB shall be filed in the manner prescribed by law.

328 **Article VIII: Amendments**

- 329 A. Proposed amendments to this Constitution shall be adopted by the Senate before the last
330 Friday in February, approved by the Chancellor and submitted to the student body at a
331 special election or the next general election, as determined by the Senate.
- 332 B. Any amendment to this Constitution shall be deemed adopted and effective immediately
333 if approved by a majority of the students who vote in the general or special election at
334 which such amendment is submitted to the student body.

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338 **RATIFICATION: This document is effective upon approval by the student body and**
339 **replaces/supersedes any other constitution or governing document of CU Denver SGA now**
340 **or previously in effect.**

341 *Last ratified by vote of the student body April 2023*

Senate Bylaws

Article I: Senate Composition

- A. Standing committee members shall be popularly elected at large by the student body of the University of Colorado Denver (CU Denver) in the General Election of the University of Colorado Denver Student Government Association (CU Denver SGA) each spring. Standing committee member terms are from the date immediately succeeding graduation to the date of graduation each year.
- B. Appointed position shall be appointed by the Executives prior to the second Senate of the new term. Appointed committee member terms are from the day immediately after graduation to the date of graduation each year.
- C. Vacancies in the Senate may be filled by appointment by the Executives, or the President Pro-tempore should be the Executives fail to act and approve by a two-thirds (2/3) majority of the Senate. Appointed standing committee members have the same duties, responsibilities, and voting privileges as popularly elected standing committee members.
- a. The President Pro-Tempore may appoint Chairpersons if the Executive fail to act after three (3) weeks into the fall semester at the request of the Senate.

Article II: Student Government Member Duties

- A. The primary duty of each member shall be to represent the student body effectively in the shared governance of the campus, to promote an enriching and fulfilling university experience, and to support the general welfare of the student body. Standing committee members shall be assigned to committees of the Senate as prescribed by Article III of the CU Denver SGA Constitution, other duties are as followed:
- a. Attending Senate weekly
- b. Attending Committee Meetings
- c. Working two (2) office hours a week
- d. Working a minimum of five (5) hours a week
- e. All other duties outlined in committee bylaws

Article III: Attendance Policy

- A. Attendance is expected and mandatory for all Senate meetings, Committee meetings, office hours, and anything else the Senate feels is necessary. The Chief Justice shall serve

- 372 as Parliamentarian of the Judicial Committee, as cited in Article V, Section A (a-b), and
373 shall oversee all attendance manners and decide if they are excusable.
- 374 B. The Parliamentarian must provide expectations for excusal or non-excusal at the
375 beginning of each term.
- 376 C. Excused absences for Senate meetings must be approved by the Judicial Committee
- 377 D. Excused absences for committee meetings must be approved by the committee chair.
- 378 E. If an SGA member incurs three (3) unexcused absences in one term, they will be subject
379 to disciplinary action by the Senate. In the case of impeachment, the Senate shall follow
380 Article VII of the CU Denver SGA Constitution. More absences may be granted by the
381 Judicial Committee under extenuating circumstances.
- 382 F. If an SGA member incurs five (5) or more excused absences in one term, they will be
383 subject to disciplinary action by the Senate. In the case of impeachment, the Senate shall
384 follow Article VII of the CU Denver SGA Constitution. More absences may be granted
385 by the Judicial Committee under extenuating circumstances.
- 386 G. If an SGA member is tardy three (3) times in one semester, it will count as one unexcused
387 absence.
- 388 H. A tardy is defined as:
- 389 a. Being five (5) or more minutes late to any scheduled SGA event, Senate, or
390 committee meeting.
- 391 b. Leaving any SGA scheduled event, Senate, or committee meeting more than 15
392 minutes before its conclusion without being excused.
- 393 c. Arriving more than 15 minutes after the meeting has started is no longer
394 considered tardy, but rather an absence.
- 395 I. If an exception to the attendance policy is required due to unforeseen circumstances, an
396 appeal may be filed with the Judicial Committee.
- 397 a. The Judicial Committee will determine whether the appeal is worthy of being
398 brought before the Senate for consideration.
- 399 b. If the appeal is deemed satisfactory, each appeal is worthy of being brought
400 before the Senate for consideration.

401 c. If the appellant is unable to defend themselves for any reason, the Parliamentarian
402 will bring the evidence for the defense on the appellant's behalf.

403 d. While waiting for their appeal to process, any meetings to which the appellant is
404 tardy to or absent from will follow regular attendance policy guidelines.

405 **Article IV: Senate Meetings**

406 A. Regular meetings of the Senate shall be held between 12:00 p.m. and 4:00 p.m. on Friday
407 as dictated by the Vice President. Should the Vice President be unable or willing to
408 attend, the President Pro-Tempore shall be available to act as Chairperson during Senate
409 meetings.

410 B. Senate meetings shall follow parliamentary procedure.

411 C. A quorum shall consist of a two-thirds (2/3) attendance of all voting members of the
412 Senate.

413 D. The Chief Justice shall act as Parliamentarian of the Senate. In the absence of the
414 Parliamentarian, the presiding officer shall delegate the role of Parliamentarian.

415 E. There shall be one or more administrative assistants, serving as the secretary of the
416 Senate. The presiding officer may delegate this position should the secretary of the Senate
417 be unavailable.

418 F. An Executive may call a Special Meeting of the Senate at his/her discretion, or upon
419 receipt of written request by a two-thirds (2/3) majority of the voting membership of the
420 Senate.

421 a. Notice of Special Meetings shall include time, place, and purpose of the Special
422 Meeting, as well as a statement of purpose by the President. Notice shall include
423 whether such special meeting has been called at the written request of a specific
424 number of members. Notice of the Special Meeting shall be given to all relevant
425 attendees not later than twenty-four (24) hours prior to such Special Meeting of
426 the Senate.

427 b. The Executives shall distribute finalized agendas to attendees no later than
428 twenty-four (24) hours prior to Special meetings.

429 G. Legislation must be introduced no later than forty-eight (48) hours prior to scheduled
430 meetings. Should a special circumstance arise the presiding officer may make an
431 exception as the presiding officer sees fit.

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434 **Article V: Agenda Structure**

435 A. The Vice President shall finalize agendas and send out for Senate meetings no later than
436 forty-eight (48) hours prior to meetings. Changes to finalized agendas must be made
437 through amendment at the Senate meeting.

438 **Article VI: Budget Process**

439 A. The Senate shall approve proposed budgets from standing and Ad Hoc committee
440 members from the operating account of the CU Denver SGA.

441 B. Proposed monetary withdrawals from the operating account shall be presented as a
442 budget which must be sent out to the Senate no later than forty-eight (48) hours prior to
443 the expected vote of the given budget.

444 C. The Senate shall review and approve the following components of the CU Denver SGA
445 budget annually:

446 a. Funding Guidelines as proposed by the Finance and Funding Committee.

447 b. Number of hours and pay rate of standing committee members and non-elected
448 staff positions as proposed by the executives and in accordance with the budget
449 approved by the previous CU Denver SGA, Student Service Review Committee,
450 and the University of Colorado Regents.

451 c. The discretionary spending budget is up to the discretion of the Finance and
452 Funding Chair and SGA coordinator.

453 D. The Senate delegates the task of funding student organizations, and funds in the student
454 organization account to the Finance and Funding Committee, which are subject to
455 approval of the funding guidelines herein described.

456 E. The Senate delegates the task of providing feedback to the MFRT committee regarding
457 student-fee funded services as it directly impacts the fee allocation of these services to
458 the Student Services Committee.

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460 **Article VII: Amendments and Adoption of Bylaws**

461 A. Any amendments to these bylaws must be approved by a two-thirds (2/3) majority vote of
462 the CU Denver SGA Senate.

463 B. Upon approval, amendments will go into effect immediately.

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465 *Last ratified by the senate: March 2023*

Civic Engagement Bylaws

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Article 1: Title

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468 A. This standing committee within the University of Colorado Denver Student Government
469 Association (CU Denver SGA) shall be known as the Civic Engagement Committee.

Article II: Purpose

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471 A. The Civic Engagement Committee shall actively engage the student body, and work
472 with the parties in question in order to find a fair and amicable resolution to these
473 issues as representatives of the student body.

474 B. The Civic Engagement Committee shall support community and voting engagement
475 on campus to champion political advocacy and civic participation.

Article III: Membership

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477 A. The membership of the Civic Engagement Committee shall consist of no less than
478 three

479 (3) and no more than six (6) voting members of the Senate.

480 B. Civic Engagement Senators shall be elected by the student body.

481 C. Should a vacancy occur, the position may be filled in accordance with the CU
482 Denver SGA Constitution and Senate Bylaws.

483 D. Students at large and anyone from the CU Denver community, Ex-officio members
484 from the Office of Student Life, Executive, and Judicial Branches may attend
485 meetings; however, they hold no voting rights within the Civic Engagement
486 Committee.

Article IV: Officers and Voting Rights

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488 A. The Officer of the Civic Engagement Committee is the Chairperson. No member of
489 the Civic Engagement Committee shall hold more than one officer position at a time.

490 B. The Chairperson shall be selected via nomination process determined by the CU
491 Denver SGA Constitution.

492 C. The Chairperson shall preside at all meetings of the Civic Engagement Committee
493 and shall have the following duties and responsibilities:

- 494 a. Set the order of business including presiding over, coordinating and setting
495 agenda items at all committee meetings.
- 496 b. Shall send the finalized agenda and related material no later than forty-eight
497 (48) hours prior to the meeting.
- 498 c. Report committee activities through a written or an oral report to Senate.
- 499 d. Ensure that the end of year report for the next administration is completed in
500 a timely and detailed manner, which shall include goals and
501 recommendations for future administrations based on the progress of the
502 current administration.
- 503 e. Is required to attend all Chair meetings as scheduled by the executives as a
504 representation of their committee in CU Denver SGA leadership.
- 505 f. The Chairperson shall only vote in the case of a tie during a committee
506 meeting.
- 507 g. Prior to an absence, the Chairperson shall delegate another member to
508 oversee operations of the Civic Engagement Committee for that week. The
509 delegated member shall fulfill the regular duties of the Chairperson for the
510 entire week.

511 **Article V: Duties and Responsibilities**

- 512 A. The Civic Engagement Committee is required to fulfill all duties and responsibilities
513 outlined in the CU Denver SGA Constitution and Senate Bylaws.
- 514 B. Facilitate student engagement and communication between CU Denver SGA and the
515 student body.
- 516 C. Research, draft, and present resolutions, proclamations, and policies to benefit the
517 CU Denver community and SGA Senate.
- 518 D. The Civic Engagement Committee is required to coordinate one community service
519 event per semester.
- 520 E. The committee takes a lead role representing CU Denver's SGA during National
521 Voter Registration Day.
- 522 F. The committee is required to lead at least one political advocacy or education
523 initiative per semester.

524 **Article VI: Attendance and Meetings**

525 A. All members of the Civic Engagement Committee shall adhere to the attendance
526 policy set forth in Article III of the Senate Bylaws.

527 B. The Civic Engagement Committee Chairperson will designate Civic Engagement
528 committee times and locations.

529 a. The Civic Engagement Committee shall hold regular meetings no less than
530 once a week.

531 C. Quorum for Civic Engagement Committee meetings shall be considered a simple
532 majority of voting members.

533 D. Public notice of time and location of all Civic Engagement Committee meetings
534 shall be posted in the CU Denver SGA office and on the CU Denver SGA website.

535 E. The Civic Engagement Committee Chairperson holds the authority to call for an
536 emergency meeting.

537 a. Failure to attend an emergency meeting shall not be considered an absence.

538 **Article VII: Amendments and Adoption of Bylaws**

539 A. Any amendments to these bylaws must be approved by a two-thirds majority vote of
540 the CU Denver SGA Senate.

541 B. Upon approval, amendments will go into effect immediately.

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543 *Last ratified by the senate March 2023*

College Council Bylaws

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Article I: Title

A. This standing committee within the University of Colorado Denver Student Government Association (CU Denver SGA) shall be known as the College Council Committee.

Article II: Purpose

A. The College Council shall provide recommendations to the CU Denver SGA regarding issues and improvements in their respective colleges/schools as well as act as liaisons between their respective colleges/schools to the governing body. College Council members shall serve as representatives of the students within their college to their respective Dean.

Article III: Membership

A. Membership of College Council shall consist of no less than four (4) and no more than seven (7) students representing the following colleges/schools:

- a. College of Architecture and Planning
- b. College of Arts and Media
- c. Business School
- d. School of Education and Human Development
- e. College of Engineering, Design, and Computing
- f. College of Liberal Arts and Science
- g. School of Public Affairs

B. College Council members shall be elected by the student body.

C. Should a vacancy occur, the open position shall be filled in accordance with the CU Denver SGA Constitution and Senate Bylaws.

D. In the event that there are less than 4 members of the College Council elected or appointed, the committee can continue to meet, however they will not be able to vote on any official matters within their meetings.

E. Ex-officio members from the Office of Student Life, Executive and Judicial Branches may attend meetings; however, they hold no voting rights within the College Council.

572 F. Upon approval by their respective Academic Dean, each college council member had the
573 authority to appoint an advisory board comprised of students from each respective
574 college.

575 G. The Chairperson shall be the College Council member for the respective college.

576 **Article IV: Officers and Voting Rights**

577 A. The Officers of the College Council shall be composed of the Chairperson and Vice
578 Chairperson. No member of the College Council shall hold more than one officer position
579 at a time.

580 B. The Chairperson shall be nominated by the College Council committee.

581 C. The Chairperson shall preside over all meetings of College Council, and shall have the
582 following duties and responsibilities:

583 a. Set the order of business including presiding over, coordinating and setting
584 agenda items at all committee meetings.

585 b. Send the finalized agenda and related material no later than 48 hours prior to the
586 meeting. Changes to the finalized agenda must be made through amendment at
587 the College Council meeting.

588 c. Report College Council activities through a written or oral report to the Senate.

589 d. Ensure that the end of year report for the next administration is completed in a
590 timely and detailed manner, which shall include goals and recommendations for
591 future administrations, based on the progress of the current administration.

592 e. It is required to attend all Chair meetings as scheduled by the executives as a
593 representation of their committee in CU Denver SGA leadership.

594 f. The Chairperson shall have no voting rights and shall vote only in case of a tie
595 during a committee meeting.

596 D. The Vice Chairperson shall be nominated amongst the committee membership and
597 approved by a simple majority of the committee.

598 a. The Vice Chairperson shall fulfill the duties of the Chairperson in the event of
599 their absence maintaining all responsibilities of the Chairperson for the duration
600 of their absence.

601 b. When acting as College Council Chair, the Vice Chairperson retains voting rights
602 only in case of a tie in committee meetings.

603 **Article V: Duties and Responsibilities**

- 604 A. The College council is required to fulfill all duties and responsibilities outlined in the CU
605 Denver SGA Constitution and Senate Bylaws.
- 606 B. Meet with Deans, Faculty, Administration, and students of their respective college/school
607 to determine pertinent issues and information that need to be addressed by the CU Denver
608 SGA.
- 609 C. Analyze program fees for their respective college/school.
- 610 D. Act as liaisons between the CU Denver SGA and the Deans, Faculty, Administration, and
611 Students of their respective college/school.

612 **Article VI: Attendance and Meetings**

- 613 A. All members of the College Council shall adhere to the attendance policy set forth in
614 Article III of the Senate Bylaws.
- 615 B. The College Council Chairperson will designate College Council meeting times and
616 locations.
 - 617 a. The College Council shall hold regular meetings no less than once a week when
618 school is in session.
- 619 C. Quorum for College Council meetings shall be considered a simple majority of voting
620 members.
- 621 D. Public notice of time and location of all College Council meetings shall be posted in the
622 CU Denver SGA office and on the CU Denver SGA website.
- 623 E. The College Council Chairperson holds the authority to call for an emergency meeting.
 - 624 a. Failure to attend an emergency meeting shall not be considered an absence.

625 **Article VII: Student Advisory Committee/Council**

- 626 A. The advisory positions shall be a volunteer position with no voting rights within the
627 College Council.
- 628 B. The advisory boards officers shall consist of the Chairperson and the Vice-Chair position.
- 629 C. The Vice Chairperson shall be nominated among the advisory board membership and
630 approved by a simple majority of the advisory board. This position is not required to
631 rotate annually.
- 632 D. Advisory board meeting and attendance guidelines shall be set by the advisory board
633 chairperson.

634 E. Advisory board members shall not be required to attend Senate, but are strongly
635 recommended to do so.

636 F. In the event that a College Council member has difficulties setting up an advisory board
637 within their respective college, they may choose a different avenue that can substitute as
638 an advisory board. This will be discussed and decided at the College Council's discretion
639 and will be presented to the Senate.

640 **Article VIII: Amendments and Adoption of Bylaws**

641 A. Any amendments to these bylaws must be approved by a two-thirds (2/3) majority vote of
642 the CU Denver SGA Senate.

643 B. Upon approval, amendments will go into effect immediately.

644

645 **Last ratified by the senate March 2023**

Finance & Funding Bylaws

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Article I: Title

- A. This standing committee within the University of Colorado Denver Student Government Association (CU Denver SGA) shall be known as the Finance and Funding Committee.

Article II: Purpose

- A. The Finance and Funding Committee may make recommendation to the Student Organization Resource Guide for the allocation of the student fee monies to affiliated student organizations.
- B. The Student Organization Resource Guide shall be consistent with the principle of viewpoint neutrality and subject to approval by the Chancellor.
- C. Shall review and may make suggestions for budgets proposed by Student Government committees.
- D. Funding decisions of the Finance and Funding Committee are appealable to the Judicial Committee on the grounds that such decisions were not in accordance with the duly adopted Funding Guidelines.

Article III: Membership

- A. Membership of the Finance and Funding Committee shall consist of no less than three (3) and no more than six (6) voting members of the Senate.
- B. Finance and Funding shall be elected by the student body.
- C. Should a vacancy occur, the position may be filled in accordance with the CU Denver SGA Constitution and Senate Bylaws.
- D. Ex-officio members from the Office of Student Life, Executive and Judicial Branches may attend meetings; however, they hold no voting rights within the Finance and Funding Committee.

Article IV: Officers and Voting Rights

- A. The officers of the Finance and Funding Committee shall be composed of the Chairperson and Vice Chairperson. No member of the Finance and Funding Committee shall hold more than one officer position at a time.
- B. The Chairperson of the Finance and Funding Committee shall be recommended by the CU Denver SGA Executives and confirmed by the Senate by a two-thirds (2/3) majority vote in accordance with the CU Denver SGA Constitution.

- 677 C. The Chairperson shall preside over all meetings of the Finance and Funding Committee
678 and shall have the following duties and responsibilities:
- 679 a. Set the order of business including presiding over, coordinating and setting
680 agenda items at all committee meetings.
 - 681 b. Shall send the finalized agenda and related material no later than thirty-six (36)
682 hours prior to the meeting.
 - 683 c. Report committee activities through a written or oral report to the Senate.
 - 684 d. Ensure that the end of year report for the next administration is completed in a
685 timely and detailed manner, which shall include goals and recommendations for
686 future administrations, based on the progress of the current administrations.
 - 687 e. Is required to attend all Chair meetings as scheduled by the Executives as a
688 representation of their committee in CU Denver SGA leadership.
 - 689 f. The Chairperson shall have no voting rights and shall only vote in the case of a tie
690 during a committee meeting.
 - 691 g. The Vice Chairperson shall be nominated amongst the committee membership
692 and approved by majority of the committee.
 - 693 h. The Vice Chairperson shall fulfill the duties of the Chairperson in the event of
694 their absence and maintain all responsibilities of the chairperson for the duration
695 of their absence.
 - 696 i. When acting as Chairperson of the Finance and Funding Committee, the Vice
697 Chairperson retains voting rights only in the case of a tie in committee meetings.

698 **Article V: Duties and Responsibilities**

- 699 A. The Finance and Funding Committee is required to fulfill all duties and responsibilities
700 outlined in the CU Denver SGA Constitution and Bylaws.
- 701 B. The Finance and Funding Committee will review all expenditures throughout the year to
702 ensure that they are pursuant with CU Denver fiscal policy and maintain monies within
703 the allocated operating budget.
 - 704 a. Budgets proposed by Student Government committees shall be reviewed by the
705 Finance and Funding Committee.
 - 706 b. The Finance and Funding Committee may provide recommendations concerning
707 those budgets by Student Government committees.

- 708 c. Budgets proposed by Student Government committees shall be reviewed no later
709 than two weeks prior to the presentation of that budget to the Senate.
- 710 d. Review by the Finance and Funding Committee of budgets proposed by internal
711 Student Government committees hold no authority over budgets or their
712 outcomes.
- 713 e. No changes may be made to budgets without approval from the committee of a
714 budget's origin.
- 715 f. A Student Government Committee shall maintain its right to present a budget to
716 Senate with or without approval from the Finance and Funding committee.
- 717 g. The Finance and Funding Committee will maintain accurate records occurring
718 within CU Denver SGA accounts.
- 719 C. Provide a detailed report to the CU Denver SGA Senate on all transactions and the
720 current status of CU Denver SGA accounts at the end of every fiscal year.

721 **Article VI: Attendance and Meetings**

- 722 A. All members of the Finance and Funding Committee shall adhere to the attendance policy
723 set forth in Article III of the Senate Bylaws.
- 724 B. The Finance and Funding Chairperson will designate Finance and Funding meeting times
725 and locations.
- 726 a. Finance and Funding shall hold regular meetings no less than once a week when
727 school is in session.
- 728 C. Quorum for Finance and Funding meetings shall be considered a simple majority of
729 voting members.
- 730 a. A simple majority is one in which the highest number of votes for a candidate,
731 issue, or item.
- 732 D. Public notice of time and location of all Finance and Funding meetings shall be posted in
733 the CU Denver SGA office and on/or the CU Denver SGA website.
- 734 E. The Finance and Funding Chairperson holds the authority to call for an emergency
735 meeting.
- 736 a. Notice of such meeting shall be informed through a relevant form of
737 communication.
- 738 b. Failure to attend an emergency meeting shall not considered an absence.

739 **Article VII: Funding Guidelines**

- 740 A. The Finance and Funding Committee shall adhere to the Funding Guidelines when
741 deliberating student organization funding requests.
- 742 B. The Finance and Funding Committee shall administer funding based on a selective
743 curriculum, making sure that the monies allocated are appropriately managed by the
744 affiliated student organization or SGA committee.
- 745 C. Allocation for club funds are based on the Finance and Funding Committee Funding
746 Guidelines.
- 747 a. For requests greater than five-hundred dollars (\$500), the Finance and Funding
748 Committee Request Rubric must be used.
- 749 D. Any changes made to the funding guidelines require a two-thirds (2/3) majority vote
750 within the Finance and Funding committee.
- 751 E. Review the Finance and Funding Committee Funding Guidelines two (2) weeks prior to
752 the start of the Fall academic term and present the Guidelines to Senate to be reviewed
753 and approved.
- 754 F. Funding Guidelines must be reviewed and approved by the Finance and Funding
755 committee seven (7) business days prior to the first funding request of the fiscal year.

756 **Article VIII: Student Organization Rights and Limitations**

- 757 A. Student Organizations have the right to request funds from the Finance and Funding
758 Committee without fear of discrimination based on race, ethnicity, creed, age, sex,
759 gender, sexual orientation, disability, campus agency, political or third-party affiliations.
- 760 B. Organizations recognized by the Office of Student Life shall be eligible for funding
761 allocation by the Finance and Funding Committee pursuant to University fiscal policy.
- 762 C. All funding allocations to student organizations must be in accordance with the Office of
763 Student Life Student Organization Guidelines and the University's fiscal policy.
- 764 D. All student organizations that wish to receive funding by the Finance and Funding
765 Committee must first complete the Funding Training presented by the Finance and
766 Funding Committee and the Office of Student Life.
- 767 E. Any yearly subscription and/or membership funding allocations made by student
768 organizations will be limited to three (3) per year. If re-occurring, another allocation
769 request will need to be submitted to the next year's committee. A personal payment
770 method will also need to be added to the account in case of additional purchases.

771 F. If any student organization feels their proposal has been weighed unfairly, they can
772 appeal the decision made by the Finance and Funding Committee. If an organization
773 wishes to appeal, they must make a request in writing within ten (10) days from the date
774 of the decision to the Judicial Committee of the CU Denver SGA. An investigation would
775 ensue; if the Judicial Committee finds the evidence presented is compelling, the Chief
776 Justice will bring forward the appeal to Senate. Pending a two-thirds (2/3) majority vote
777 of the CU Denver SGA Senate, the appeal request will be carried out and implemented by
778 the Finance and Funding Committee.

779 **Article IX: Conflict of Interest**

780 A. All members of the Finance and Funding Committee are required to release any
781 affiliation with an organization that may lead to a conflict of interest. This information is
782 to be made public and posted regularly on the SGA website.

783 B. All voting members of the Finance and Funding Committee are required to disclose any
784 officer positions they hold in any other club or organization and also abstain from any
785 voting and /or deliberations concerning said clubs/organizations.

786 **Article X: Amendments and Adoption of Bylaws**

787 A. Any amendments to these bylaws must be approved by a two-thirds (2/3) majority vote of
788 the CU Denver SGA Senate.

789 B. Upon approval, amendments will go into effect immediately.

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791 **Last ratified by the senate March 2023**

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Judicial Bylaws

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Article I: Title

- A. The title of this Committee of the University of Colorado Denver Student Government Association (CU Denver SGA) shall be the Judicial Committee.

Article II: Purpose

- A. The purpose of the Judicial Committee is to oversee all activities of the CU Denver SGA, ensuring that the creation and implementation of the CU Denver SGA policies and legislation coincide with the interests of the University of Colorado Denver and its students.
- B. The Judicial Committee is responsible for deciding all matters involving interpretation of the CU Denver SGA governing documents.
- C. The Judicial Committee shall adhere to the CU Denver SGA Constitution when making any decisions under Judicial Committee’s jurisdiction.

Article III: Membership

- A. The membership of the Judicial Committee shall consist of one (1) Chief Justice and three-to-four (3-4) Associate Justices, all appointed by the Executives, all of whom shall be confirmed by the Senate.
- B. Ex-officio members from the Office of Student Life and Campus Community and Executives may attend committee meetings; however, they hold no voting rights.

Article IV: Duties and Responsibilities

- A. In the event of a Parliamentary inquiry, the Chief Justice, designated as the Parliamentarian, may consult with other Justices before ruling on a parliamentary issue.
 - a. Parliamentary Inquiry: An inquiry in which a member of the body disputes the current interpretation of the parliamentary procedure.
 - i. All decisions made by the Judicial Committee in the event of a parliamentary inquiry are binding on the body.
- B. All standing and temporary committees’ decisions may be reviewed and overturned by a majority vote of the Judicial Committee. In the event that a committee’s decision is appealed or overturned, notice shall be served upon the committee so that the decision may be reconsidered by the committee based on the ruling of the Judicial Committee.

823 C. The Judicial Committee shall monitor the absences of all CU Denver SGA members
824 during routinely scheduled Senates and standing committee meetings and shall regularly
825 report any member who are at risk of violating the attendance policy to the Executives
826 and the member, in accordance with the CU Denver SGA attendance policy established in
827 the Senate bylaws. Additionally, all absences from standing committee meetings must be
828 reported to Judicial Committee by the standing committee chair.

829 a. Absences as defined in Senate Bylaws: Article III.

830 D. The Judicial Committee shall receive and consolidate grievances or appeals brought
831 forward by students, student organizations, or CU Denver SGA members. These
832 grievances will either be delegated to the appropriate administration, CU Denver SGA
833 offices, or will be discussed and resolved by the Judicial Committee, based on the nature
834 of the grievance in accordance with Article I, Sections J and K and Article V, Section B of
835 the CU Denver SGA Constitution.

836 E. The Judicial Committee must review and approve all the non-mandatory impeachment
837 requests prior to an impeachment hearing taking place in the Senate. Mandatory
838 impeachment hearings are those resulting from a violation in the attendance and/or
839 conduct policies outlined in the Senate bylaws and the CU Denver SGA Constitution.

840 a. Mandatory Impeachment: Intentional violations of the constitution or violations
841 with unethical intent.

842 b. Non-Mandatory Impeachment: Non-intentional violations of the constitution.

843 F. The Judicial Committee may, if available, collaborate with affiliated student
844 organizations in the drafting and revision of student organization constitutions and
845 bylaws upon request.

846 G. This committee shall aid in the transition process for new and leaving SGA members.

847 H. Voting Rights

848 a. All justices have voting rights in the judicial meetings.

849 b. In the case of a tie, the judicial committee will nominate a “special judge”, who
850 will be appointed by the Senate in a two-thirds (2/3) majority vote to review the
851 opinions of each side and break the tie.

852 **Article V: Attendance and Meetings**

853 A. Meetings of the Judicial Committee are held as needed at the Chief Justices' discretion.

854 B. All members of the Judicial Committee are expected to adhere to the attendance policy
855 set forth in Article III of the Senate Bylaws. The committee shall decide upon committee
856 meeting times and locations.

857 C. Special meetings can be called by the Chief Justice, but quorum must be met for these
858 meetings.

859 a. Absences will not be counted for special meetings.

860 D. Public notice of time and location of all Judicial Committee meetings shall be posted in
861 the CU Denver SGA office.

862 **Article X: Amendments and Adoption of Bylaws**

863 A. Any amendments to these bylaws must be approved by a two-thirds (2/3) majority vote of
864 the CU Denver SGA Senate.

865 B. Upon approval, amendments will go into effect immediately.

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867 **Last ratified by the senate March 2023**

Public Relations Committee Bylaws

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Article I: Title

A. This sitting committee within the University of Colorado Denver Student Government Association (CU Denver SGA) shall be known as the Public Relations Committee.

Article II: Purpose

A. The Public Relations Committee shall plan, promote, and execute CU Denver SGA events and communications with the intent of benefiting the CU Denver community.

Article III: Membership

- A. Membership of the Public Relations Committee shall consist of:
- a. Director of Events (1)
 - b. Director of Communications (1)
- B. Should a vacancy occur, the position(s) may be filled in accordance with the CU Denver SGA Constitution and Senate Bylaws.
- C. Ex-officio members from the Office of Student Life and the Executives may attend committee meetings; however, they hold no voting rights.

Article IV: Officers and Voting Rights

- A. The Director of Events and Director of Communications shall hold voting during senate meetings.
- B. Neither Director shall hold more than one officer position in the SGA at a time.
- C. Both Directors of the Public Relations Committee shall be elected by CU Denver students and confirmed by the CU Denver SGA Senate by a two-thirds ($\frac{2}{3}$) majority vote in accordance with the CU Denver SGA Constitution.

Article V: Duties and Responsibilities

- A. The Public Relations Committee is required to fulfill all duties and responsibilities outlined in the CU Denver SGA Constitution and Bylaws.
- B. The Director of Events shall have the following duties and responsibilities:
- a. Plan events that support the CU Denver student body and the mission of the Student Government Association as outlined by the current executives.
 - i. The Director shall be responsible for gathering and scheduling shifts for senate members to work SGA planned events.
 - b. Work with other student organizations to sponsor or co-host events.

- 899 c. Propose and plan events for the professional development of Senate members
900 which can include but it not limited to guest speakers, workshops, team building.
901 d. Report updates through a written or oral report to the Senate.
902 e. Prepare and present budgets to the Senate to support and inform the CU Denver
903 body and members of SGA.
904 f. Ensure that the end-of-year report for the next administration is completed in a
905 timely and detailed manner, which shall include goals and recommendations for
906 future administrations, based on the progress of the current administration.
907 g. Is required to attend all meetings as scheduled by the executives as a
908 representation of their committee in CU Denver SGA leadership.
- 909 C. The Director of Communications shall have the following duties and responsibilities:
- 910 a. Maintain and create content for official SGA social media accounts.
911 b. Maintain relationships with other student organizations in efforts to support
912 campus community and increase communication with the student body.
913 c. Collaborate and promote events held by the SGA and events that are sponsored by
914 the SGA.
915 d. Ensure all public documents and meetings are communicated and available to the
916 student body.
917 e. Report updates through a written or oral report to the Senate.

918 **Article VI: Attendance and Meetings**

- 919 A. All members of the Public Relations Committee are expected to adhere to the attendance
920 policy set forth in Article III of the Senate Bylaws.
- 921 B. The Public Relations Committee shall designate committee meeting times and locations.
- 922 a. Public Relations Committees shall hold meetings as necessary to ensure accuracy
923 and timeliness with events and communications.
924 b. Both Directors should meet with the SGA advisor at least weekly.
925 c. The Director of Events has the right to form an ad-hoc to help plan and execute
926 events as needed.

927 **Article VII: Amendments and Adoption of Bylaws**

- 928 A. Any amendments to these bylaws must be approved by a two-thirds (2/3) majority vote
929 of the CU Denver SGA Senate.
- 930 B. Upon approval, amendments will go into effect immediately.

931 *Last Ratified by the Senate April 2023*

932

Student Services Review Committee (SSRC) Bylaws

Article I. Title

- A. An advisory committee within the University of Colorado Denver (CU Denver) Student Government Association (SGA) shall be known as the Student Services Review Committee.

Article II. Purpose

- A. The Student Services Review Committee shall be responsible for:
- a. Advocating for the return on investment of tuition and fee-funded student services.
 - b. Equitable use of those student services with particular attention towards services that assist marginalized student groups.
 - c. Provide feedback to campus upper administration on student services to ensure programs are meeting students' needs and expectations.

Article III. Definitions

- A. *Student Services*: Services provided by the university that impact the student experience inside university systems or increase students' sense of belonging on campus. These services will include student fee-funded programs like the Counseling Center, LGBTQ Student Resource Center, Writing Center, Student Life, etc., and additional student services like international education, student transitions (including transfers and first years), and financial aid.
- B. *Campus upper administration*: Senior or Associate Vice Chancellors within the Student Success & Strategic Enrollment column, along with the Vice Chancellor for Diversity, Equity, and Inclusion. The Associate Vice President of Student Engagement will present for the tri-institutional services that report to Metropolitan State University of Denver (MSU Denver).
- C. *Committee meetings*: Meetings scheduled in lieu of or in addition to Senate for the presentation of student services from campus upper administration and to deliberate on feedback of those services.
- D. *Marginalized*: Student groups and classifications most in need of resources in the current time with special attention paid towards historically underserved populations in higher education.

963 **Article VI. Membership**

964 A. The Director of the Student Fee Review Committee shall be elected by CU Denver
965 students or, if hired, confirmed by the CU Denver SGA Senate by a two-thirds (2/3)
966 majority vote in accordance with the CU Denver SGA Constitution

967 a. To be eligible to be elected one of the following requirements must be met:

968 i. Have a minimum of one full semester completed with the CU Denver
969 SGA

970 B. The membership of the Student Services Review Committee shall consist of all students
971 in CU Denver's SGA

972 C. Ex-officio members and advisors from Student Life, Provost Office of Finance and
973 Administration, Finance and Business Operations, or designees.

974 **Article V: Officers and Voting Rights**

975 A. The Officers of the Student Services Review Committee shall be comprised of the
976 Director.

977 B. The Director shall preside over all meetings of the Student Services Review Committee
978 and shall have the following responsibilities:

979 a. Set the order of business including presiding over, coordinating and setting
980 agenda items at all committee meetings;

981 i. Agenda for upcoming meetings should be circulated by the Monday
982 afternoon preceding the meeting.

983 b. Report on the Student Services Review Committee activities through a written
984 or oral report to Senate during the updates portion of the meeting agenda.

985 c. Ensure that the end of the year report for the next administration is completed
986 in a timely and detailed manner, which shall include goals and
987 recommendations for future administrations, based on the progress of the
988 current administration.

989 **Article VI: Duties and Responsibilities**

990 A. The Student Services Review Committee is required to fulfill all duties and
991 responsibilities outlined in the CU Denver SGA Constitution and Bylaws.

992 B. Become versed in the operation and history of student services within CU Denver.

993 C. Ensure that student services are being used in a manner that best serves the students of
994 CU Denver.

995 D. Ensure the execution of the final feedback reports to each of the Associate Vice
996 Chancellors, Vice Chancellor of DEI, and Associate Vice President from MSU Denver
997 are submitted in a timely manner and published so that all students of CU Denver can
998 readily access them.

999 E. The duties of the advisor(s) include but are not limited to the following: providing
1000 guidance to the Director regarding institutional processes and history; assisting in
1001 scheduling a student fee and overall budget training for Senate at the start of fall
1002 semester; and working with the Director to establish a timeline for committee meetings,
1003 and submission of feedback to the Associate Vice Chancellors of Student Success, Vice
1004 Chancellor of DEI and Associate Vice President from MSU Denver following committee
1005 deliberations.

1006 **Article VII: Attendance and Meetings**

1007 A. The Director of the Student Services Review Committee shall designate committee
1008 meeting times and locations with input from the Executive Branch

1009 a. The Student Services Review Committee shall hold presentations and
1010 deliberations during the fall semester in place of Senate meetings.

1011 b. Public notice of time and location of all Student Services Review Committee
1012 meetings shall be posted on CU Denver SGA online media (e.g., website and
1013 social media channels)

1014 **Article VIII. Amendments and Adoption of Bylaws**

1015 A. Any amendments to these bylaws must be approved by a two-thirds (2/3) majority vote of
1016 the CU Denver SGA Senate

1017 B. Upon approval, amendments will go into effect immediately.

1018

1019 *Last ratified by senate April 2023*