

# **CONSTITUTION OF THE ANDREWS UNIVERSITY STUDENT ASSOCIATION**

## **PREAMBLE**

We, the members of the Andrews University Student Association, desiring:

to cooperate more closely for our mutual benefit;

to maintain and uphold the purposes and objectives of the University;

to maintain academic freedom, academic responsibility, and student rights;

to improve student social, physical, and spiritual welfare;

to foster the recognition of the rights and responsibilities of student to the school and the community;

to provide a means of training for leadership and service in the cause of God and humanity;

do hereby establish and pledge ourselves to abide by the Constitution of the Andrews University Student Association.

## **Article I**

### **NAME**

The name of this organization shall be the ANDREWS UNIVERSITY STUDENT ASSOCIATION, hereafter referred to as the AUSA.

## **Article II**

### **THE ASSEMBLY**

#### ***Section 1. Membership***

All students registered at Andrews University may be voting members of this organization. All undergraduate students taking seven (7) credits or more shall automatically be members. Other undergraduates or graduate students shall have the option of joining by paying the dues established by the AUSA.

#### ***Section 2. Authority***

The Assembly shall exercise its authority by election, ratification, and recall of officers and representatives; by amending this constitution; and by proposing legislation.

### ***Section 3. Veto***

The AUSA President may veto within seven days any legislative action of the Assembly which in his/her judgment is contrary to the best interests of the AUSA. An explanation of the veto shall be made public within seven days of the veto date by all of the following: a. Posting in all major buildings. b. Posting of on the official AUSA bulletin board. c. Publication in the *Student Movement*. d. Communicating through electronic media such as the official AUSA website, social media pages, and email.

### ***Section 4. Meetings***

Meetings of the Assembly may be called by the AUSA President, by the Vice-President in the absence of the President, or by petition of ten percent (10%) of the membership.

There shall be at least two (2) Assembly meetings each quarter year. Notice of all meetings must be given two (2) days in advance. Minutes shall be kept by the Executive Secretary with copies for the permanent record. The agenda shall be determined by the AUSA President. A quorum shall be thirty-five percent (35%) of the members.

## **Article III**

### **THE SENATE**

#### ***Section 1. Composition***

- a. The AUSA Senate shall consist of the following voting members:
  - (i) No less than one (1) and up to five (5) Senators-at-Large elected by the Assembly in the Spring.
  - (ii) District senators from the residence halls, each senator being elected in the fall to represent a clearly-defined district of a residence hall as delineated in the Working Policies of the Elections Board, as may be constituted under the Bylaws.
  - (iii) Community senators elected in the fall to represent the off-campus members of the AUSA. The number of community senator positions shall be determined by the proportion of community students represented in the AUSA assembly so that the ratio of off-campus AUSA members to on-campus AUSA members is determined by the most current available record.
  - (iv) *Ex officio*, voting members as follows: The President, Treasurer, Social Vice President, Religious Vice President, Financial Vice President, Sergeant-at-Arms, the Chair of the Executive Committees, and the *Student Movement* and *Cardinal* editors.

- (v) The AUSA Senate shall have the following *Ex officio*, non-voting members as follows: Sergeant-At-Arms, the Parliamentarian, and any the general AUSA advisors, the AUSA Financial Advisor, and the faculty advisors of the AUSA Executive and Senate Committees.
- (vi) The AUSA Executive Vice-President shall be the chair of the Senate and vote in the case of a tie.

### ***Section 2. Authority***

- a. Legislative authority of the AUSA shall be invested in the AUSA Senate.
- b. The AUSA Senate shall recommend changes in University policy to the University, establish legislation for AUSA policies, form the necessary financial legislation, and ratify Presidential appointments for AUSA officers and Executive Committee chair, subject to appeal to the AUSA Assembly.
- c. The AUSA Senate shall be the representative body of the students of Andrews University.

### ***Section 3. Veto***

- a. The AUSA President may veto within seven (7) days any action of the AUSA Senate which in his/her judgment is contrary to the best interest of the AUSA. An explanation of his/her veto shall be made to the next regularly scheduled session of the Senate.
- b. This veto may be overridden by a two-thirds (2/3) vote of the Senate.

### ***Section 4. Meetings***

- a. Meetings of the AUSA Senate shall be held at least twice each month. Meetings shall be called by the AUSA Vice-President, by the AUSA President, or by one-fourth (1/4) of the AUSA members.
- b. The meetings of the AUSA Senate must be announced at least two (2) days prior to the scheduled time.
- c. A quorum of the Senate will be a majority of the voting members.
- d. During the AUSA Senate meetings, the Senate members shall have freedom of discussion. The University President may deal with questions arising from the use of this freedom after consultation with the Andrews University Faculty Senate.

## **Article IV**

## THE EXECUTIVE

### *Section 1. Composition*

- a. The Executive Officers shall be the President, Executive Vice-President, Executive Secretary, Associate Secretary, Social Vice President, Religious Vice President, Treasurer Financial Vice President, Sergeant-at-Arms, Parliamentarian, and Public Relations Officer. The President, Executive Vice-President, Social Vice President, and Religious Vice President shall be elected by a majority vote of the Assembly in the spring. The Executive Secretary, Treasurer Financial Vice President, and Public Relations Officers shall be appointed by the President. The Sergeant at-Arms and Parliamentarian shall be appointed by the President upon consultation with the Executive Vice-President. The Associate Secretary shall be appointed by the Executive Vice-President. All appointments to offices shall be subject to Senate ratification.
- b. The Executive Committees of the AUSA shall be:
- (i) ~~Social and Recreational Activities Committee~~ Social Committee
  - ~~(ii) Educational and Cultural Programs Committee~~
  - (ii) ~~The BRANCH Network Committee~~ Spiritual Life Committee
  - (iv) Student Services Committee
  - (v) ~~Constituency Research and Feedback Committee~~
- c. The Executive Officers, and other officers of the AUSA as the Senate shall see fit, shall be rewarded for their services by a stipend determined by the Senate on the recommendation of the AUSA President.

### *Section 2. Authority of the Executive Officers*

- a. The President shall be the chief representative and spokesperson of the AUSA; shall have full executive authority and responsibility for the operation of the AUSA; shall protect the rights of AU students; shall appoint all persons to serve as official representatives of the AUSA; and shall fill vacancies in the Executive Officers and posts not otherwise outlined herein, subject to Senate ratification. The President shall be chair of the meetings of the AUSA Assembly.
- b. The Executive Vice President shall be the chair of the Senate; shall have the power to create special project committees with the approval of the Senate to study and accomplish specific tasks which require special talents; shall assist the President in the performance of his/her duties; and shall become President if the office is vacated.
- c. The Executive Secretary shall be responsible for keeping all the minutes and

records of the AUSA; shall carry on the correspondence for the AUSA under the direction of the President, and shall appoint assistants as he/she sees fit.

- d. The Social Vice President shall plan and execute social activities for the AUSA in consultation with Student Life, and shall be the chair of the Social Committee.
- e. The Religious Vice President shall plan and execute religious activities for the AUSA in consultation with Campus Ministries, and shall be the chair of the Spiritual Life Committee.
- f. The ~~Treasurer~~ Financial Vice President shall maintain all financial records of the AUSA; shall pay and collect all AUSA funds; and shall keep the Executive and the Senate informed of AUSA finances.
- g. The Sergeant-at-Arms shall be the chair of the Election Board; shall maintain current inventories on all AUSA equipment and possessions; and shall help maintain order in AUSA Senate and Assembly meetings.
- h. The Public Relations Officer shall be responsible for facilitating communication and goodwill between the AUSA and other campus student organizations, and between the AUSA and members of the Andrews University Community. He/she shall keep the student body informed of events, programs, and policies of the AUSA.
- i. The Associate Secretary shall be responsible for keeping all the minutes and records of the AUSA Senate, and shall carry on the correspondence for the AUSA Senate under the direction of the Vice President.
- j. The Parliamentarian shall be responsible for maintaining current copies of the rules of order, the Constitution, and Bylaws; and ~~Working Policies~~ of the AUSA; shall keep the AUSA Cabinet officers and AUSA senators informed of the provisions of same; and shall serve as parliamentary consultant during AUSA Senate and Assembly meetings.

### ***Section 3. Authority of the Executive Committees***

- a. The Executive Committees shall formulate and execute plans for activities within their area of responsibility and shall propose legislation to the AUSA Senate.
- b. The ~~chair of the Executive Committees~~ Social Vice President and Religious Vice President shall form their committees by appointing members, including at least two (2) senators; shall foster and promote programs designed to further the interests of the student body; shall form subcommittees as needed; and shall meet where possible with corresponding faculty committees.

### ***Section 4. The Cabinet***

- a. The Cabinet shall consist of the Executive Officers of the AUSA, ~~the chair of the~~

Executive committees, the editors of the *Student Movement* and *Cardinal*, the Senator-at-Large with the highest vote of the Assembly, the General AUSA advisor, and appointed advisors of the President.

- b. The Cabinet shall advise the President.
- c. The Cabinet shall serve as the coordinating committee to consider and evaluate the proposed programs of the Executive committees and all special projects to be sponsored by the AUSA.
- d. The Cabinet shall have authority to make necessary and expedient financial appropriations during the interim when no AUSA Senate exists, i.e. from the end of spring quarter semester to that point in fall quarter semester when the first Senate session convenes. All such appropriations shall be subject to subsequent review and ratification by the AUSA Senate.

### ***Section 5. Tenure of Officers***

- a. Executive officers shall hold office for one year from the end of the Spring quarter semester.
- b. The AUSA President may request the resignation of an Executive Officer or Executive Committee Chair. The Officer may either resign or appeal to the Senate. A one-third (1/3) vote of the Senate in closed session shall uphold the appeal of the Officer.

### ***Section 6. Inauguration of the President***

Executive Officers shall be duly invested upon taking the following oath by the AUSA President-elect administered by the retiring AUSA President:

I, \_\_\_\_\_, as the chief representative and spokesperson of the Andrews University Student Association, do hereby promise to uphold its Constitution and Bylaws, and will, to the best of my ability, perform the duties of the office of President.

## **Article V**

### **COMMUNICATIONS MEDIA**

#### ***Section 1. The Student Communications Media***

The official communications media of the AUSA shall be the *Student Movement*, the student newspaper; the *Cardinal*, the University undergraduate yearbook; and the *Cast*, the student/faculty directory. The editors of the *Student Movement* these communications media shall be elected by the majority vote of the student body in the spring and, and the editors of the *Cardinal* and the *Cast* shall be appointed by the President. Each shall select their own staff.

## ***Section 2. Control***

- a. Jurisdiction over editorial policy, content or format of these communications media, and authority to recommend candidates for editor or impeach officers of these media, shall be vested by the AUSA in the ~~Publications Board~~ **Communications Board** which shall operate under special charter granted by the Student Association and the Andrews University President.
- b. The AUSA Senate shall have authority over these communications media ~~by establishment of basic working policies and~~ by financial legislation. It shall also serve as the Appeals Court for impeachment cases.
- c. The AUSA Senate shall not interfere with the editorial policy, content, or format of these communications media, but may make recommendations through its designated representatives on the ~~Publications Board~~ **Communications Board**.

## **Article VI**

### **ADVISORS**

#### ***Section 1. Faculty Advisors***

- a. There shall be faculty advisors appointed by the University President upon recommendation by the AUSA Cabinet to serve as liaison officers between the AUSA and: (i) The faculty, (ii) Administrative officers, (iii) University committees. In addition, such advisors offer the AUSA and its committees guidance and assistance in their specific areas of concern.
- b. Each AUSA Executive Committee ~~and each standing committee of the AUSA Senate~~ shall have its own advisor. In addition there shall be: (i) A general AUSA advisor appointed to serve as advisor to the AUSA Cabinet, the AUSA Senate, and AUSA Assembly; (ii) An AUSA financial advisor appointed to advise the AUSA and its committees on all financial matters and to serve as Advisor to the AUSA Senate standing committee on finance.

#### ***Section 2. Veto Power of AUSA Executive Committee Advisors***

- a. The faculty advisors of the AUSA Executive Committees may exercise suspensive veto over any action of their respective committees which is deemed in conflict with the stated goals and objectives of the University. The advisor shall make an appropriate statement to the committee, at the time of the veto, expressing and explaining the reasons behind his/her decision.
- b. The chair of the committee may at his/her discretion invite the advisor to present the matter with him/her to the AUSA Cabinet for deliberation and decision. A two-thirds (2/3) majority vote of the AUSA Cabinet shall override the Advisor's veto.

### ***Section 3. Veto Power of the General AUSA Advisor***

- a. The general AUSA advisor may exercise suspensive veto over any action of the AUSA Cabinet, the AUSA Senate, or the AUSA Assembly which is deemed in conflict with the best interests of the University. In all other circumstances the option of veto shall be solely the prerogative of the AUSA President as outlined in Articles II and III of this constitution. The advisor may impose the veto by notifying the chair of the affected body within two (2) school days after the action was taken.
- b. The advisor shall make an appropriate statement of his/her action to the affected body at the time of the veto, or at the next regularly scheduled meeting of that body.
- c. If an action of the AUSA Senate is vetoed, a majority vote of the Senate shall insure that the matter be presented by the advisor and the AUSA President to the Andrews University Faculty Senate for deliberation and a recommended decision. The final decision shall rest with the University President.
- d. If an action of the AUSA Assembly is vetoed, a majority vote of the Assembly shall insure that the matter be presented by the advisor and the AUSA President to the AU Senate for deliberation and a recommended decision. The final decision shall rest with the University President.
- e. If an action of the AUSA Cabinet is vetoed, a majority vote of the Cabinet shall determine that the matter presented by the advisor and the AUSA President to the AUSA Senate for consideration. A majority vote of the AUSA Senate shall then insure that the matter be presented by the advisor and the AUSA President to the AU Senate for deliberation and a recommended decision. The final decision shall rest with the University President.

## **Article VII**

### **INTERPRETATION**

The Andrews University Faculty Senate shall arbitrate any question of interpretation of the Constitution or Bylaws of the AUSA. Its interpretation shall be final. Questions of interpretation may be referred to the Andrews University Faculty Senate by any AUSA officer or by a petition bearing at least fifty (50) signatures of AUSA members.

## **Article VIII**

### **BYLAWS**



### ***Section 1. Bylaws***

There shall be Bylaws affixed to this Constitution which shall be adopted by the AUSA Senate upon recommendation of the appropriate committee, of the AUSA or officers of the AUSA. The Bylaws of the AUSA shall be consistent with the spirit of this Constitution.

### ***Section 2. Amendments***

- a. The Bylaws may be amended by a two-thirds (2/3) vote count of the AUSA Senate.
- b. Bylaws amendments shall become effective after final approval by the Andrews University Faculty Senate. If the amendment is in conflict with a voted policy of the faculty or Board of Trustees, it shall not become effective until approved by that body.

## **Article IX**

### **AMENDMENTS AND RATIFICATION**

#### ***Section 1. Amendments***

- a. Amendments to this Constitution may be initiated by the AUSA Senate or by a petition bearing the signatures of at least ten percent (10%) of the AUSA membership.
- b. The proposed amendment shall then be referred to the Andrews University Faculty Senate for approval.
- c. Upon approval by the AUSA Senate, the amendment shall then be ratified by a two-thirds (2/3) vote of the Assembly. Ratification shall take place not prior to one (1) week after the proposed amendment shall have been made public to the Assembly by ~~posting in all major buildings, and distributing flyers, or by publication in the Student Movement.~~ all of the following: a. Posting in all major buildings. b. Posting on the official AUSA bulletin board. c. Publication in the Student Movement. d. Communicating through electronic media such as the official AUSA website, social media pages, and email.
- d. The amendment shall become effective upon final approval by the General faculty Faculty Senate and the Board of Trustees.

#### ***Section 2. Ratification***

The ratification of the Constitution shall be by favorable vote of three-fifths (3/5) of the Assembly not prior to two (2) weeks after the Constitution has been appropriately distributed to the members of the AUSA. It shall become operative immediately upon ratification and shall be the supreme law of the Andrews University Student Association.