

THE BYLAWS OF THE UTAH STATE UNIVERSITY EASTERN UTAH STUDENT ASSOCIATION

ARTICLE I: OBJECTIVES OF EUSA STUDENT GOVERNMENT

- A) To be an organized structure so that students' voices can be represented to the college administration, faculty, staff, and the community.
- B) To provide further opportunities for holistic development for students through social, physical, intellectual, cultural, emotional, and spiritual activities.
- C) To ensure student involvement in administrative and academic policymaking.
- D) To ensure a voice in the allocation of student fees.
- E) To ensure a voice in the approval of second tier tuition.
- F) To develop and maintain a current Mission Statement that is in direct harmony with the Utah State University Eastern Mission Statement.

ARTICLE II: MEMBERSHIP OF EUSA STUDENT GOVERNMENT, TERMS & OATH OF OFFICE

Section 1: Membership

- A) All EUSA Student Government officers will be registered, full time, fee paying students throughout their term in office.
- B) All EUSA Student Government members must have maintained a minimum of 2.750 cumulative GPA, or receive a 2.750 GPA for the previous semester/term as a full time student before taking office; either as a high school or college student.
- C) All EUSA Student Government members will be subject to a review of their GPA by the Advisor of EUSA Student Government before taking office and each semester thereafter.
- D) Failure to maintain the GPA requirement and/or credit hour requirement will result in probation or termination from student government positions as determined by the Executive Board.
- E) EUSA Student Government members are to abide by the Student Conduct Code.
- F) Failure to comply with the Student Conduct Code will result in probation or termination from Student Government positions as determined by the Executive Board.

Section 2: Terms of Office

- A) The term of office for all those serving on EUSA Student Government and all other appointed EUSA Student Government members shall begin at the time of appointment. Newly elected and appointed members will serve in conjunction with outgoing members during a training period from election or appointment to Commencement. Outgoing elected and appointed member's terms will expire following Commencement. Newly elected and appointed members will officially take their offices following Commencement.

Section 3: Oath of Office

- A) The elected and appointed members of EUSA Student Government shall take an "Oath of Office" administered by the EUSA Advisor or their designee as follows:

"I, (state your name), having been, (elected / appointed), to the position of, (state your position), do solemnly swear, that I will uphold the constitution of the Utah State University Eastern Utah Student Association, and faithfully administer, the duties and responsibilities of my office, in good faith and with high standards of honesty and integrity."

ARTICLE III: CLUB COUNCIL POLICY & PROCEDURES

- A) The Club Council will operate on policy and procedures set forth in the annual Club Council Policy & Procedures Manual. This manual is to be supplied to each registered club on campus. Policies & Procedures are to be reviewed and updated every 3-5 years or as often as deemed necessary.

ARTICLE IV: EUSA STUDENT GOVERNMENT JOB DESCRIPTIONS & CONTRACTS

A) EUSA Student Government Job Descriptions & Contracts are to be reviewed annually. Changes and updates shall be made as needed to keep up with assignments, workload and focus of EUSA Student Government.

ARTICLE V: THE STUDENT GOVERNMENT FEE ALLOCATION COMMITTEE

A) The Student Fee Allocation Committee (SFAC) has responsibility to examine how all student fee monies have been used in the past fiscal year and allocate all student fee money for the next fiscal year.

B) The SFAC will begin the process by reviewing the current document, “Student Fee Allocation Committee Policies & Procedures”. Updates and changes to these policies and procedures may be updated on an annual basis, in conjunction with USU Eastern Administration to ensure best practices and current trends in the campus budgetary process are being followed.

C) The membership of the SFAC is made up of the EUSA President, Executive Vice President, Events Vice President, designee of EUSA, Student Advocate, EUSA Advisor and two other EUSA student members at large to serve as volunteer members.

D) The EUSA President serves as the chair of this committee and can invite another member of the committee to chair a meeting if needed. The chair is responsible for setting the committee calendar for the year. The Chair shall reserve the right to appoint additional committee members as needed.

E) At SFAC meetings, committee members learn how student fees have been spent in the past fiscal year(s) from administrators responsible for fees allocated to their departments. The committee also receives proposals of how student fee monies should be spent in the next fiscal year. SFAC meetings are open to members of the college community and minutes will be kept and made available by a designee of EUSA.

F) After SFAC meetings have been held, the committee determines how student fees will be allocated for the next fiscal year.

G) A quorum must be present in SFAC meetings in order to vote on official business. Actions of the SFAC will be passed on a majority vote.

H) The SFAC shall have impactful input and advice in the allocation of student fees. The USU-E-President will set a date when the SFAC proposal shall be submitted, in conjunction with the Utah Legislative Session.

ARTICLE VI: THE ELECTION COMMITTEE

A) The Election Committee has responsibility to organize and carry out all aspects of elections for EUSA Student Government in accordance with the Constitution and its bylaws.

B) The Election Committee is made up of the Executive Vice President, Diversity Representative, Non-Traditional Student Representative, Community Representative and the Student Advocate.

C) The Executive Vice President serves as the Chair of this committee and can, if necessary, invite another member of the committee to chair if warranted.

D) Candidates who are running for office may not serve on the Election Committee. The chair of the committee can appoint other volunteer members of the Advisory Council to serve on the Election Committee as needed.

E) The Student Advocate shall act as an impartial judge in all election matters and be present during the counting of all ballots.

F) The Election Committee shall adhere to established election policies, procedures and rules as established, and holds the right to establish or change election rules as needed, and shall be responsible for the enforcement of established rules.

G) The document, “Election Policies, Procedures & Rules”, will be maintained by the EUSA Student Government Advisor. Changes made by the Elections Committee must be updated and approved by the Executive Board.

ARTICLE VII: OTHER COMMITTEES ESTABLISHED BY THE EUSA PRESIDENT

A) The EUSA President, in accordance with the Executive Board, may establish other committees as deemed necessary for the proper and efficient management of EUSA.

ARTICLE VIII: REPRIMANDING & REMOVAL OF EUSA STUDENT GOVERNMENT MEMBERS

Section 1: Reprimanding the EUSA President

- A) If the EUSA President is not fulfilling their responsibilities, any member of the Advisory Cabinet should take the matter before the EUSA Student Government Advisor and the Executive Board.
- B) If the EUSA President is not in good standing with USU-E, the EUSA Student Government Advisor will inform the Executive Board of the situation.
- C) The Executive Board may give the EUSA President a warning and a probation period in which the president must improve.
- D) If improvement is not made during the set probation period, the EUSA Student Government Advisor, in conjunction with the Executive Board, may take action against the EUSA President.
- E) Actions that may be taken against the EUSA President who is not fulfilling their responsibilities include, but are not limited to, suspension of responsibilities, and removal from office and/or impeachment.

Section 2: Reprimanding Other Members of EUSA Student Government

- A) If any member of EUSA Student Government is not fulfilling their responsibilities, or is not in good standing, the respective Vice President of the EUSA Student Government member, or the EUSA Student Government Advisor may take the matter before the Executive Board.
- B) The respective Vice President, under the direction of the Executive Board, must give the EUSA Student Government member a warning, and may give a probation period in which the EUSA Student Government member must improve.
- C) If improvement is not made as specified by the respective Vice President, the Vice President, under the direction of the Executive Board, may take action against the EUSA Student Government member.
- D) Actions that may be taken against an EUSA Student Government member who is not fulfilling their responsibilities include, but are not limited to, suspension of responsibilities, or removal from office.

Section 3: Removal of Appointed Members

- A) Removal of Appointed members by the Executive Board
 - 1) If any appointed member of EUSA Student Government is not fulfilling their responsibilities after being reprimanded, the supervisor of the officer should take the matter before the Executive Board.
 - 2) The supervisor, under the direction of the Executive Board, may remove the officer from their position.
 - 3) Officers that have been removed from office may appeal the decision to the Advisory Council.
 - 4) The Advisory Council may override the officer removal with a two-thirds vote.
- B) Removal of Appointed Officers by EUSA Members
 - 1) If any member of EUSA feels that an appointed member of EUSA Student Government is not fulfilling their responsibilities, they may bring a petition signed by 250 students to the EUSA President.
 - 2) Petition must include student's full legal name, signature, student ID number, phone number or other contact information to be a valid petition.
 - 3) The EUSA President will then call a general election, to be run by the Election Committee, no more than three weeks after the petition is received, if the signatures are deemed valid by the Elections Committee.
 - 4) The officer will be removed from office with a 3/4 vote of those students who voted.

ARTICLE IX: ADVISORY COUNCIL LIAISON APPOINTMENTS

- A) The Executive and/or Advisory Council may appoint liaisons as deemed necessary to meet the needs of communication with the issues facing students.
- B) These may include but are not limited to liaisons from the other existing campus leadership groups-