

CONSTITUTION OF
THE UNIVERSITY OF HAWAI'I AT HILO
STUDENT ASSOCIATION

PREAMBLE

We, the students of the University of Hawai'i at Hilo, by the authority of our Chancellor and the University of Hawai'i Board of Regents, in order to:

1. Provide a smooth, accountable, representative and stable voice for all students,
2. Improve educational quality
3. Provide a vehicle for student involvement in their institution and to meet the obligation to ascertain students' needs or wants,
4. Enrich student life (including health, welfare and morale) through the development and implementation of co-curricular programs and activities.

do hereby ordain and establish this Constitution of the University of Hawai'i at Hilo Student Association.

The UH Hilo Student Association Senate has a responsibility and obligation to provide open government. All meetings shall be open and publicized. Communication shall be accomplished by the publication of the UHSA Constitution and By-Laws, budget, meeting agendas, meeting minutes, and schedule of UHSA and committee meetings in a timely manner for the purpose of informing and encouraging student participation in student government.

The UHSA Senate shall strive to create a campus environment, which understands, fosters and embraces the expression of diversity among students, faculty, administration and staff. Diversity encompasses differences in age, color, ethnicity, gender, national origin, political interests, disability, race, religion, sexual orientation, socio-economic background or veteran status. This policy against discrimination shall include, but is not limited to, student representation, recruitment, membership, activities or opportunities with respect to policy making. A violation of this clause by any UHSA Officer or Senator shall constitute grounds for removal from office.

ARTICLE ONE
NAME & MEMBERSHIP

Section A. Name

1. The name of this association shall be the University of Hawai'i at Hilo Student Association. The official abbreviation of the name shall be UHHS.A.

Section B. Regular Membership

1. All University of Hawai'i at Hilo students who have paid their mandatory student government fees shall be members of UHHS.A.
2. All members are entitled to participate in UHHS.A sponsored student activities and are eligible for nomination for UHHS.A offices as specified in Article Two Section B & Article Three Section B in this Constitution.
3. Membership in UHHS.A shall automatically cease upon termination of enrollment at the University of Hawai'i at Hilo.

Section C. Honorary Membership

1. Persons may be elected as honorary members of UHHS.A by a petition signed by 5% of the UHHS.A members and a two thirds (2/3) vote of the senate.
2. All former presidents of UHHS.A shall be honorary members of UHHS.A.
3. All Honorary members are entitled to participate in UHHS.A sponsored activities, but will not have Senate voting privileges.

ARTICLE TWO
EXECUTIVES OFFICERS

Section A. Executive Officers

1. The Executive Officers of the UHHS.A Senate shall be the President, Vice President, Secretary, Treasurer and Executive Senator.

Section B. Qualifications of Officers

1. Nominees must be UH Hilo students registered for a minimum of six (6) credits at the time of their nomination. If elected, they must maintain a minimum of six (6) credits registration throughout their terms of office. Failure to maintain six (6) credits will be grounds for removal.
2. Nominees must have a minimum cumulative grade point average (GPA) of 2.0 at the time of their nomination. If elected, they must maintain that cumulative GPA throughout their terms of office. Failure to maintain GPA will be grounds for removal.
3. Nominees must be in good academic and disciplinary standing (free of any academic or disciplinary probation) at the time of their nomination. If elected, they must remain in good standing throughout their terms in office. Failure to maintain good academic and disciplinary standing will be grounds for removal.

4. Nominees must have at least one (1) year experience as an officer for a University of Hawai'i system chartered student organization.
 - a. The Executive Senator is exempt from this clause

Section C. Duties of Executive Officers

1. The President Shall:
 - a. Be the Chief Executive Officer of UHHS.A.
 - b. Preside over UHHS.A Senate meetings
 - c. Vote only in case of a tie
 - d. Appoint, subject to approval by the Senate, UHHS.A members to Senate vacancies, Committee Chairs, and Student Representatives for positions as requested by the University and its officers.
 - e. Have the power to veto legislative actions of the UHHS.A Senate.
 - i. The President must exercise the veto option within seven (7) school days of the UHHS.A Senate action.
 - ii. Such a veto may be overridden by a two-thirds (2/3) vote of the UHHS.A Senate within forty (40) school days of the veto.
 - f. Represent, or appoint a designee who shall represent UHHS.A, in all official dealings with the University Administration and other necessary persons.
 - g. Approve the excused absence of an Officer or Senator as stated in Article Four, Section D.I.a of the Constitution.
 - h. Appoint, subject to approval by the Senate the Faculty/Professional Staff Advisor of the Senate.
2. The Vice-President shall:
 - a. In the absence of the President, perform the duties of the President.
 - b. In a Presidential vacancy, assume the Presidency and serve out the remaining term of office.
 - c. Oversee all Senate committees.
 - d. Serve as the Sergeant-at Arms during Senate meetings.
 - e. Perform other related duties as may be assigned by the President.
3. The Secretary shall:
 - a. Take minutes during Senate meetings.
 - b. Maintain accurate and complete records and documents of the Senate.
 - c. Make all Senate records and documents available to all UHHS.A members.
 - d. Post for public review, all Senate meeting agendas and minutes.
 - e. Perform other related duties as may be assigned by the President.
4. The Treasurer shall:
 - a. Be responsible for processing the Senate's fiscal documents and maintaining all UHHS.A fiscal records.
 - b. Perform other related duties as may be assigned by the President.

5. The Executive Senator shall:
 - a. Serve as the Executive Committee representative for the UHHSAsenators.
 - b. Perform other related duties as may be assigned by the President.

ARTICLE THREE THE SENATE

Section A. Membership

1. The UHHSAsenate shall consist of the Executive Officers, four (4) Senators-at-large, one (1) College of Arts & Sciences (CAS) Senator, one (1) College of Agriculture, Forestry & Natural Resource Management (CAFNRM) Senator, (1) Ka Haka ‘Ula O Ke’elikolani College of Hawaiian Language (KCHL) Senator, (1) one College of Business and Economics (CoBE) Senator & one (1) non-voting Faculty/Professional Staff Advisor.

Section B. Qualifications of Senators

1. Nominees must be UH Hilo students registered for a minimum of six (6) credits at the time of their nomination. If elected, they must maintain a minimum of six (6) credits throughout their term of office. Failure to maintain six (6) credits will be grounds for removal.
2. Nominees must have a minimum cumulative grade point average (GPA) of 2.0 at the time of their nomination. If elected, they must maintain that cumulative GPA throughout their term of office. Failure to maintain GPA will be grounds for removal.
3. Nominees must be in good academic and disciplinary standing (free of any academic or disciplinary probation) at the time of their nomination. If elected, they must remain in good standing throughout their terms in office. Failure to maintain good academic and disciplinary standing will be grounds for removal.
4. Additional qualifications include:
 - a. Nominees for the College Arts & Sciences (CAS) Senator must be registered for a minimum of six (6) credits that are applied towards a degree from that college at the time of their nomination and maintain that minimum throughout his/her term. The CAS Senator shall be elected by CAS students only.
 - b. Nominees for the College of Agriculture, Forestry, & Natural Resource Management (CAFNRM) Senator must be registered for a minimum of six (6) credits that are applied toward a degree from that college at the time of their nomination and maintain that minimum throughout his/her term. The CAFNRM Senator shall be elected by CAFNRM students only.
 - c. Nominees for the Ka Haka ‘Ula O Ke’elikolani, College of Hawaiian Language (KCHL) Senator must be registered for a minimum of six

(6) credits that are applied towards a degree from that college at the time of their nomination and maintain that minimum throughout his/her term. The KCHL Senator shall be elected by KCHL students only.

- d. Nominees for the College of Business and Economics (CoBE) Senator must be registered for a minimum of six (6) credits that are applied towards a degree from that college at the time of their nomination and maintain that minimum throughout his/her term. The CoBE Senator shall be elected by CoBE students only.
- e. Nominees for Senators-at-Large may be registered in any college or graduate program for a minimum of six (6) credits and maintain that minimum throughout his/her term. Senators-at-Large are elected by all UHHSAs members.

Section C. Duties of Senators

- 1. UHHSAs Senators shall:
 - a. Serve in at least two of the following capacities:
 - i. Be the designated UHHSAs representative on a University policymaking body.
 - ii. Chair a UHHSAs Senate committee.
 - b. Perform the duties of the Senate as defined in Section D of this Article and in the By-Laws.
- 2. All Senators shall be eligible to be selected as the Executives Senator. Selection shall be determined by a simple majority of those Senators voting. Selection shall be made at the first business meeting of the Senate.

Section D. Powers & Duties of the Senate

- 1. Represent all UH-Hilo students.
- 2. Properly manage UHHSAs funds, property and other assets subject to University of Hawai'i policies and procedures. UHHSAs funds shall be spent only by direct authorization of the Senate.
- 3. Establish Senate Rules of Order, at the beginning of each administration's term, which set policies and procedures necessary and proper for the conduct of student government business. Such rules shall be consistent with this Constitution and By-Laws.
- 4. Enforce this Constitution and By-Laws, promote University affairs, and be responsible for the general welfare of UHHSAs.
- 5. Adopt an annual budget, no later than thirty (30) days after the start of the fall semester, subject to review by the Vice-Chancellor for Student Affairs, with final approval by the Chancellor.
- 6. Conduct all UHHSAs elections, including plebiscites.
- 7. Establish and maintain relations with students and organizations of other colleges and universities.

8. Establish standing committees, consistent with this Constitution and By-Laws, which are necessary and proper for the conduct of student government.
9. Establish ad hoc committees, consistent with this Constitution and By-Laws, which are necessary and proper for the conduct of student government.
10. Recommend the appropriate student government fees for approval by the Board of Regents.
11. Confirm UHHSAs presidential appointments by a simple majority vote.
12. Perform other related duties as may be assigned by the President.
13. Any matter not covered in this Constitution may be resolved by a 2/3 majority vote of the Senate.

Section E. Terms of Office

1. The regular term of the UHHSAs Senate shall be for one (1) year, beginning on May 1st.
2. Officers or Senators appointed to fill vacancies shall complete their term at the same time as their peers in the Senate.

Section F. Quorum

1. Quorum shall consist of a simple majority of the seated Senate members, who are not on leave as approved by the President.

ARTICLE FOUR PLEBISCITE, REFERENDUM, RECALL, REMOVAL

Section A. Plebiscite

1. Any UHHSAs member may present a petition to the UHHSAs Senate requesting legislation on any matter within the Senate's authority. The petition must be signed by at least five percent (5%) of the UHHSAs members. The Campus Center staff will validate signatures. The Senate shall submit the petition to vote by secret ballot of the UHHSAs within fifteen (15) school days from the date of petition is verified by the UHHSAs Senate.
2. A simple majority of all votes cast, provided the total number voting is at least ten percent (10%) of all UHHSAs members, shall suffice to pass such legislation.

Section B. Referendum

1. The Senate may submit to UHHSAs members any issue(s) it deems best decided by the membership to a vote by secret ballot of its members at an election.
2. A majority of all votes cast, provided to total number voting is at least ten percent (10%) of all UHHSAs members, shall suffice to pass such legislation.

Section C. Recall

1. The removal, by recall, of any UHHS A Officer or Senator-at-Large shall be made upon presentation to the UHHS A Senate of a petition bearing the signatures of five percent (5%) of the member of UHHS A and containing a specific statement of the grounds for removal. The signatures shall be verified by Campus Center staff. Senate shall call for a special election within fifteen (15) school days of receiving verification of the recall petition signatures.
2. Recall of a College specific Senator must be done by members of that College.
3. A two-thirds (2/3) majority of all votes cast in favor of recall shall constitute a legal recall, provided that ten percent (10%) of the relevant UHHS A membership votes.

Section D. Removal

1. A Senator or Executive Officer shall be removed if he/she misses two (2) regularly scheduled meetings or functions without an accepted excuse.
 - a. The President shall determine if an absence is excused or unexcused. In the event of a disputed decision, the Senate shall make the final decision.
 - b. The Senate shall determine if any absence of the President is excused or unexcused.
2. A Senator or Executive Officer shall be removed if he/she knowingly violates the provisions of the UHHS A Constitution & By-Laws or the Student Conduct Code, as determined by a two-thirds (2/3) vote of the Senate.

ARTICLE FIVE AMDENDMENTS

Section A. Methods

This Constitution may be amended by:

1. A proposal submitted to the Senate by a petition signed by at least five percent (5%) of UHHS A members. The signatures shall be verified by the Campus Center Staff. The Senate shall vote on the proposed amendment within fifteen (15) school days of verification of the signatures. An amendment must be ratified by two-thirds (2/3) majority vote of the Senate, subject to final approval by the Vice Chancellor for Student Affairs or the Chancellor.
2. A Constitutional Convention may be called when deemed necessary by the Senate, for the purpose of reviewing and updating the UHHS A Constitution. The Constitutional Convention shall convene at least three months before a

regularly scheduled or special election. Any proposed amendments shall be placed on the ballot to be voted on during that regular election or special election. A simple majority shall pass any proposed Constitutional amendments provided that at least ten percent (10%) of UHHSAs members have voted in the election. Amendments are subject to final approval by the Vice Chancellor for Student Affairs & the Chancellor.

3. In an emergency;, as determined by the UHHSAs Senate, with concurrence of the Vice Chancellor for Student Affairs and the Chancellor, this Constitution may be amended by a two-thirds (2/3) majority vote of the Senate.