

Title 5 - NSHE Governing Documents

Chapter 13

**CONSTITUTION OF THE CONSOLIDATED STUDENTS OF THE
UNIVERSITY OF NEVADA, LAS VEGAS**

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BILL OF RIGHTS

CSUN members shall have the right to:

1. Obtain information concerning all public and financial actions, proposed or enacted, of CSUN.
2. Attend any official open meeting held by CSUN boards, committees, and officers.
3. Be represented to the Board of Regents through the CSUN government.
4. Petition the CSUN government.
5. Vote in CSUN elections.

The University of Nevada at Las Vegas in general and CSUN in particular cannot abridge these rights. These rights shall not be construed to limit any other rights possessed by students.

ARTICLE I - Name

The name of the organization shall be the Consolidated Students of the University of Nevada, Las Vegas, herein referred to as CSUN.

ARTICLE II - Membership and Fees

All matriculated undergraduate students of UNLV, upon payment of registration fees, shall be members of CSUN until the beginning of the following semester. A CSUN fee, approved by the Board of Regents, not less than five per cent of the per credit fee, shall be collected for each undergraduate student of UNLV taking seven credits or more.

ARTICLE III - Authority and Structure

- A. In accordance with provisions set forth in Chapter 396 of the Nevada Revised Statutes, this Constitution shall be the set of articles referred to therein.
- B. CSUN, to the extent of its authority set forth in the constitution, bylaws, and statutes is self-governing and independent of the administration of the University of Nevada System, financially and otherwise.
- C. All monies transferred by the Board of Regents to CSUN shall be administered by CSUN in accordance with the Board of Regents' policy.
- D. The divisions of the CSUN Government are:
 1. The Executive Branch.
 2. The Legislative Branch.
 3. The Judicial Branch.

4. Any board, committee or agent within a branch deemed necessary to properly administer and operate this government.
- E. The rules of order shall be considered in the following rank:
1. The CSUN Constitution.
 2. Bylaws and statutes to the CSUN Constitution.
 3. Enactments of the Senate.
 4. Robert's Rules of Order, the most recent edition.

ARTICLE IV - Officers and Election

A. Definition of Officers:

1. The Executive Board Officers shall be the President, the Vice President and the Senate President;
2. The Legislative Officers shall be the Senators;
3. The Judicial Officers shall be the Justices.
(B/R 2/00)

B. Candidates for elective offices must meet all qualifications to hold those offices at the time of filing. (B/R 8/01)

C. Qualifications to Hold Elective Offices:

1. Shall be matriculated CSUN members;
2. May not file for more than one office in any given election and may not hold more than one office with CSUN simultaneously;
3. Shall be a student in good standing within their respective college;
4. Executive Officers:
 - a. May be elected no more than twice to the same office;
 - b. Shall have successfully completed no less than 48 credits, the last 15 of which must be from UNLV; (B/R 8/01)
 - c. Shall have completed at least six credits from UNLV from the immediate semester prior to filing for an office; (B/R 8/01)
 - d. Shall complete at least six credits per semester at UNLV while holding an elected office. (B/R 8/01)

5. Legislative Officers:

- a. Must be admitted members of the college they represent at the time of filing and while holding the seat;
- b. Must be enrolled in at least six (6) credits per semester, excluding summer sessions, at UNLV;
- c. Must maintain a 2.5 GPA.

(B/R 6/05)

D. Election of Officers:

1. Executive Officers:

- a. Filing dates for Executive Office shall be the first ten days of instruction in February.
- b. When there are more than two candidates for an Executive office, a primary election for that office shall be held on the first consecutive Wednesday and Thursday of instruction in March.
- c. A candidate who receives more than 50% a majority of the valid votes cast in a race shall be the winner of that office.
- d. If an office is not won in a primary election, the names of the candidates receiving the two largest numbers of valid votes cast, who have not been disqualified, or in the absence of a primary election, the names of the candidates who have filed for that office and have not been disqualified, shall be placed on the general election ballot for that office. (B/R 6/03)
- e. The general election for Executive offices shall be held on the first Wednesday and Thursday of instruction in April.
- f. In the event of a tie in the general election for an Executive office, a simple majority vote of the current Senate shall determine the winner. (B/R 6/03)

2. Legislative Officers:

- a. Filing dates for legislative office shall be the first ten days of instruction in September.
- b. The general election for legislative officers shall be held on the first Wednesday and Thursday of instruction in October.
- c. In the event of a tie in the election for a Senate seat, a simple majority vote of the newly seated Senate shall determine the winner. (B/R 6/03)

3. In the event the Judicial Council invalidates an election it shall order a new election.

- a. In the event a primary election is invalidated, the Judicial Council shall order a new primary election to be held on a Wednesday and Thursday of instruction no later than one week prior to the general election.

- b. In the event that the general election is invalidated, the Judicial Council shall order a new general election to be held on a Wednesday and Thursday of instruction no later one week from the Council's decision.
(B/R 6/03)

4. A valid vote is one cast by a CSUN member for a registered candidate or referred question using the ballot provided for this purpose.

E. Installation of Officers:

1. Executive officers shall be installed during the first week of May;
2. Legislative officers may be installed before the first meeting held in November.
3. Judicial officers shall be installed on the date of their appointment.
4. The Chief Justice shall administer an oath of office to each officer prior to their taking office.
 - a. No officer shall take office prior to receiving and affirming the oath of office as set forth herein.
 - b. The oath of office shall read as follows:

"I DO SOLEMNLY SWEAR (OR AFFIRM) THAT I WILL FAITHFULLY EXECUTE THE OFFICE FOR WHICH I HAVE BEEN ELECTED (OR APPOINTED) AND WILL TO THE BEST OF MY ABILITY PRESERVE, PROTECT, AND DEFEND THE CSUN CONSTITUTION, ITS BYLAWS AND STATUTES, AND OTHER LAWS OF AND WITHIN THE UNITED STATES AND THE STATE OF NEVADA."
 - c. In the absence of the Chief Justice, the Associate Chief Justice or another Justice of the Judicial Council shall administer the oath of office.
 - d. In the absence of a Justice, a Notary Public duly appointed by the Secretary of State of the State of Nevada may administer the oath of office.

F. Terms of Office:

1. Executive officers shall serve a one-year term, from May 1 to April 30. Outgoing Executive officers shall serve as advisors to their successors during the first two weeks of their successors' terms of office. (B/R 6/96)
2. Legislative officers shall serve a one-year term, from November 1 to October 31.
3. Judicial officers shall serve a two-year term from the date of appointment.

G. Vacant Offices:

1. Vacancies in Executive Offices:

- a. In the event of the vacancy in the office or temporary absence of the President, the Vice-President shall assume the office of President for the remainder of the term or for the duration of the temporary absence of the President with all the powers and responsibilities of that office.
- b. In the event of the vacancy in the office or temporary absence of both the President and the Vice-President, the Senate President shall assume the office of President for the remainder of the term or for the duration of the temporary absence of the President with all the powers and responsibilities of that office.
- c. In the event of the vacancy in the office or temporary absence of the Vice-President, the Vice-President pro tempore shall assume the office of Vice-President for the remainder of the term or for the duration of the temporary absence of the Vice-President with all the powers and responsibilities of that office with the exception of succession to the Presidency.
- d. In the event of the vacancy in the office or temporary absence of the Senate President, the Senate President pro tempore shall assume the office of Senate President for the remainder of the term or for the duration of the temporary absence of the Senate President with all the powers and responsibilities of that office.

2. Vacancies in Legislative offices:

- a. In the event of the vacancy of a Senate seat, the Senate shall appoint a replacement to hold office for the remainder of the term.

ARTICLE V - Executive Branch

A. Definition: The Executive Branch of CSUN shall be the Executive Board.

B. The Executive Board shall consist of the President, the Vice President, and the Senate President as the voting members, and the Senate President Pro Tempore and the Vice President Pro Tempore serving as ex-officio, non-voting members.

C. President:

1. The President shall be the chief administrator of the government and legal head of the organization and shall therefore be responsible for the administration and execution of all Executive actions of CSUN.
2. The President shall be an ex-officio, non-voting member of all CSUN entities excluding the Judicial Council.

3. The President shall be empowered to veto, as a whole, any individual Senate action, within forty-eight hours of adjournment of the meeting in which the action was passed, except the endorsement of resolutions, the sustaining of impeachments, the establishment of committees, and the appointment of officers.
4. The President shall be empowered to call emergency sessions of the Senate.
5. The President shall present a State of the Campus Address at the first Senate meeting of the fall and spring semesters as defined by the academic catalog.
6. The President shall be the official representative for CSUN.

D. Vice-President:

1. The Vice-President shall assist the President in the administration and execution of the executive actions of CSUN.
2. The Vice-President shall be an ex officio, non-voting member of all CSUN entities excluding the Judicial Council.
3. The Vice-President shall act as liaison between the Judicial Council and the Executive Board.
4. The Vice-President shall act as the supervisor of the Directors. (B/R 6/96)
5. The Vice-President shall perform all other duties delegated by the Senate.

E. Senate President:

1. The Senate President shall administer to, execute for, and preside over the Senate, shall be the spokesperson for the Legislative branch of CSUN, and shall act as liaison between the Legislative and Executive branches of the CSUN.
2. The Senate President shall be an ex-officio, non-voting member of all CSUN entities excluding the Judicial Council
3. The Senate President shall be responsible for publicizing the agendas and maintaining the minutes of Senate meetings.
4. The Senate President shall be responsible for maintaining adequate facilities for those wishing to attend Senate meetings.
5. The Senate President shall ensure that all motions passed by the Senate in no way conflict with the Constitution or its bylaws.
6. The Senate President shall be empowered to assign excused and unexcused absences to Senators for Senate meetings.
7. The Senate President shall be empowered to call emergency sessions of the Senate.
8. The Senate President shall perform all other duties delegated by the Senate.

F. Vice President Pro Tempore:

1. The Vice President Pro Tempore shall assist the Vice President.
2. The Vice President Pro Tempore shall be nominated by the Vice President subject to approval by the Executive Board and the Senate.
3. The Vice President Pro Tempore must meet the eligibility requirements for the office of Vice President.
4. The Vice President Pro Tempore shall perform all other duties delegated by the Senate.

G. Senate President Pro Tempore:

1. The Senate shall elect, from among its members, a Senate President pro tempore.
2. The Senate President Pro Tempore shall serve as parliamentarian for the Senate.
3. The Senate may, by a two-thirds vote, remove the Senate President Pro Tempore and reopen the position for nominations from the floor.
4. No Senate shall elect a Senate President Pro Tempore to serve for a session other than its own.
5. The Senate President Pro Tempore must meet the eligibility requirements for the office of Senate President.

(B/R 6/96)

H. Executive Board:

1. The Executive Board shall have general powers of administration, review, and recommendation.
2. The Chairman of the Executive Board shall be the CSUN President.
3. The Executive Board shall nominate candidates for all appointed positions unless otherwise specified in the Constitution or its bylaws.
4. The Executive Board shall specify the duties of all CSUN officials that they appoint or nominate provided those duties do not conflict with the Constitution or its bylaws.
5. The Executive Board shall allocate Regents' Grants-in-aid, in conjunction with CSUN funds, equal to the cost of tuition and fees to three CSUN offices.
6. The Executive Board shall nominate candidates for the positions of Chief Justice and Associate Chief Justice from among the Justices serving on the Council.
7. The Executive Board shall examine all proposed statutes and amendments to the Constitution and give recommendations for approval or disapproval to the Senate.

8. All contractual agreements with CSUN shall require the signatures of two of the voting Executive Board members.

I. Remuneration:

1. Each Executive officer shall receive a Regents' Grant-in-aid, in conjunction with CSUN funds, equal to the cost of tuition and fees.
2. Each Executive officer shall receive a minimum stipend of \$150.00 per month.
3. Outgoing Executive officers shall receive 1/2 their monthly stipend as remuneration for the two-weeks they serve as advisors to their successors.
4. Executive officers who have been re-elected to the same executive position shall not be eligible to receive the advisory stipend. (B/R 1/97)
5. The remuneration of the Executive officers is contingent upon their abiding by an outside employment limitation of a maximum of twenty hours per week, unless that limitation has been waived by the Senate.

ARTICLE VI - Legislative Branch

A. Definition: The Legislative branch of CSUN shall be the Senate and its committees.

B. Composition: The Senate shall consist of twenty-five (25) representatives. The seats shall be apportioned according to the percentage of CSUN members enrolled in each College. Each college shall receive at least one (1) seat.

1. For the representation purposes a college must be a degree granting academic unit.
2. The apportionment equation shall be done as follows:

$$\frac{\text{College Enrollment}}{\text{University Enrollment}} \times \text{number of Senate Seats (25)}$$

3. Enrollment totals shall be obtained from the first day of instruction of the current Fall semester

(B/R 8/04)

C. Powers and Responsibilities:

1. The Senate shall be empowered to enact any legislation that falls under the jurisdiction of CSUN government.
2. Senate approval is required to disburse CSUN funds.
3. The Senate shall possess all powers and responsibilities not specifically delegated by the Constitution or its bylaws to any other entity.

4. The Senate, by a two-thirds vote, shall be empowered to:
 - a. enact, amend, rescind, and waive bylaws.
 - b. sustain impeachment charges.
 - c. refer proposals to the membership.
 - d. appoint Judicial officers.
 - e. dismiss officials, unless otherwise specified by a two-thirds vote.
 - f. permit the Executive Board to make expenditures of up to \$500.00 without specific approval, provided such expenditures are reported to the Senate at the following Senate meeting.
 - g. waive the employment limitation upon Executive officers.
 - h. assign and alter stipends for CSUN officers and officials unless otherwise specified by a two-thirds vote.
 - i. approve the allocation of Regents' Grants-in-aid in conjunction with CSUN funds equal to the cost of tuition and fees excluding the three specifically allocated by the Executive Board.
 - j. override Presidential vetoes.
 - k. initiate Constitutional amendments.
 - l. waive an officer's or officers' repayment obligation.
 - m. amend the terms of office for the directors, members, and advisors of CSUN entities unless that term of office is specified in the Constitution.
 - n. override the assignment of a Senator's third unexcused absence.
5. The Senate, by a majority vote, shall be empowered to:
 - a. issue directives to CSUN officers and officials.
 - b. adopt resolutions.
 - c. appoint or disapprove nominees of the Executive Board and for Editors-in-Chief. All appointed nominees shall be officials of CSUN.
 - d. rescind permission given to the Executive Board to make expenditures without specific Senate approval.
 - e. approve or disapprove the annual CSUN budget.

- f. approve legal agreements between CSUN and any other parties, making them legally binding on CSUN.
- g. initiate, amend, rescind, and waive operating policies of all CSUN entities except the Executive Board and the Judicial Council.
- h. establish standing and ad hoc committees.
- i. open nominations and appoint nominees for vacant Senate seats.

D. Rules:

- 1. The Senate shall require the regular attendance of the Senators. A Senator who accumulates three unexcused absences in any six-month period within a session shall be dismissed from the Senate, unless the third unexcused absence is overridden. Overriding the third unexcused absence shall be considered as the first item of business following Roll Call of the next regular meeting of the Senate after the third unexcused absence was issued.
- 2. The Senate shall require a quorum of two-thirds of the current Senate membership. Senate meetings held between the spring and Fall Semesters shall require a quorum of 50 percent plus one (1) of the current Senate membership.
- 3. Neither proxy votes nor absentee ballots are permitted during Senate meetings.
- 4. The Senate shall maintain records through a Senate Secretary, or the Senate President's designee.

(B/R 6/96)

ARTICLE VII - Judicial Branch

A. Definition: The Judicial Branch of CSUN shall be the Judicial Council.

B. Composition:

- 1. The Judicial Council shall consist of seven to nine voting members.
- 2. The Judicial Council shall not render any decision unless at least seven (7) Justices are present.

(B/R 2/00)

C. Eligibility: To be eligible to be a member of Judicial Council, a student must be a matriculated CSUN member, with a cumulative GPA of not less than 2.75. The Justice must complete at least six (6) UNLV credits each semester while in office and remain a student in good standing. (B/R 6/03)

D. Chief Justice:

- 1. The Chief Justice shall preside over all Council meetings.

2. The Chief Justice shall be responsible for publicizing the agendas and maintaining the minutes of all Council meetings.

E. Associate Chief Justice:

1. In the event of a vacancy in the position of Chief Justice, the Associate Chief Justice shall assume the position of Chief Justice until a new Chief Justice can be appointed.
2. In the event of the absence of the Chief Justice, the Associate Chief Justice shall assume the position of Chief Justice for the duration of the absence.

F. Powers and Responsibilities:

1. The Council interprets the Constitution.
 - a. The Council may decide the constitutionality of acts of or within CSUN entities when requested to do so by an Executive officer or Senator.
 - b. The Council may invalidate an improperly conducted election and order a new election. The decision must be rendered within one week of the election in question. (B/R 6/03)
 - c. The Judicial Council is responsible for ensuring the due process of all parties involved in a given case. (B/R 2/00)
2. The Council may act as arbitrator between CSUN members and entities of the University of Nevada System.
3. The Council may consult legal counsel before rendering decisions. Funds may be encumbered for the purpose of legal consultation.
4. The Council must meet at least once in the first month of each academic semester. (B/R 2/00)
5. The Judicial Council must publish an operating policy at their first meeting of each semester, and present it to the Senate at the first Senate meeting in both October and in March. (B/R 2/00)
6. Upon receiving a case, the Judicial Council had five (5) working days to accept or refuse to hear a case. Upon acceptance of a case, the Judicial Council has fifteen (15) working days to produce a written decision. (B/R 2/00)

ARTICLE VIII - Finance

- A. The President, the Vice President, and the Senate President, or the Pro Tempore in their absence, shall be the only officers empowered to disburse CSUN funds. All expenditures shall require two of their three signatures and shall require the signature of the Business Manager or that of Business Manager alternate or his/her agent, in accordance with mutually accepted fiscal procedures established by CSUN and the Office of the President.

- B. The President, the Vice-President, the Senate President, the Vice President Pro Tempore and the Senate President Pro Tempore shall be bonded in an amount commensurate with CSUN revenues.
- C. Stipends shall expire at the end of officers' and officials' terms of office.
- D. Officers or officials who receive fee waivers from CSUN shall reimburse CSUN for the cost of dropped, failed, or audited classes. (B/R 6/96)
- E. Officers or officials who receive fee waivers from CSUN who fail to complete six credits during the semester shall reimburse CSUN for the cost of their credit fees waived for that semester.
- F. Officers or officials who receive fee waivers from CSUN who fail to complete their terms of office shall reimburse CSUN for the amount of the fee waiver proportionate to the term of office not completed.

ARTICLE IX - CSUN Services

- A. Definition: Services shall be administrative bodies that perform specific operative functions as delineated in the Constitution and its bylaws.
- B. Qualification for Board Members: Members must be CSUN members with a cumulative UNLV Grade Point Average of not less than 2.0.
- C. Term of Office: The term of office for Directors and board members shall be from the date of appointment until the installation of the Executive Board unless otherwise specified by a two-thirds vote of the Senate.
- D. Directors:
 - 1. Shall be matriculated CSUN members.
 - 2. May not file for more than one (1) office in any given election and may not hold more than one (1) office within CSUN simultaneously.
 - 3. Shall be a student in good standing with their respective college.
 - 4. Shall be enrolled in at least six credits per semester at UNLV.
 - 5. Directors shall administer to, execute for, and preside over the Services to which they are appointed.
 - 6. Directors shall be responsible for publicizing the agendas or standing agendas and maintaining the minutes of meetings.
- E. Assistant Directors:
 - 1. Assistant Directors shall be nominated by the Director of their Departments and approved by the Senate. (B/R 6/96)

2. In the event of the temporary absence of a Director, the Assistant Director shall assume the Directorship for the duration of the Director's absence.

F. Operating Policies:

1. All Services must maintain operating policies.
2. All operating policies remain in effect until amended or rescinded by the Senate.
(B/R 8/01)

ARTICLE X - Impeachment and Removal from Office

- A. CSUN officers shall be subject to impeachment and removal by the Senate on the grounds of malfeasance, misfeasance, or nonfeasance.
- B. Charges may be brought against any officer by any member of the Senate. At the time the charges are leveled, the Senate shall hear the charges and determine by a majority vote if there is just cause to form an Impeachment Committee.
- C. Officers being impeached shall be given reasonable opportunity to respond to such charges in person or in writing during the impeachment hearings before the Senate takes action.
- D. Sustainment of impeachment charges by the Senate shall cause impeached officers to be immediately removed from office and barred from holding further CSUN offices indefinitely.
(B/R 2/00)

ARTICLE XI - Recall

- A. The Senate shall order a Recall election on the first consecutive Wednesday and Thursday of the month after presentation of a petition to the Senate containing the signatures of at least 10% of the CSUN membership who voted in the previous election and verification of the petition's signatures. (B/R 6/96)
- B. An officer may be recalled by a two-thirds vote of the ballots cast at a Recall election, provided at least 5% of the eligible CSUN membership votes in the Recall election. (B/R 6/96)

ARTICLE XII - Referendum

- A. Senate-referred proposals shall be presented to the CSUN membership through Referendums during the first consecutive Wednesday and Thursday of any month. (B/R 6/96)
- B. A simple majority of those voting in a Referendum shall be required to pass a proposal.

ARTICLE XIII - Initiative

- A. Upon presentation to the Senate of a petition containing the signatures of at least 10% of the CSUN membership, and upon verification of the signatures, any proposal requesting specific legislation that falls under the jurisdiction of the CSUN government shall be voted on by the CSUN members.
- B. Presentation to the Senate of an Initiative petition must take place no later than thirty calendar days prior to a general election.
- C. In order for an Initiative proposal to pass, it must receive a majority of the valid votes cast.
- D. Voting for Initiative proposals shall take place during the first consecutive Wednesday and Thursday of any month. (B/R 6/96)
- E. Legislation enacted by means of Initiative proposals may only be amended or revoked by Referendum.

ARTICLE XIV - Amending Process

- A. A Constitutional amendment initiated by the Senate is subject to the approval of the Board of Regents and of a majority of the CSUN members voting in a Referendum.
- B. The Constitution may be amended as provided in Article XIII, provided that the Board of Regents approves the amendment.

ARTICLE XV - Enabling Clause

- A. Enactment of the Constitution requires:
 - 1. Senate approval.
 - 2. University of Nevada Board of Regents approval.
- B. The Constitution supersedes and amends all other Constitutions and bylaws of CSUN.
- C. The Constitution shall take effect immediately except in areas of the document where currently serving officers and officials would be removed from office. These officers and officials shall complete their terms of office.
(B/R 10/87)