**Student Government of Texas State SS/PPS No. 07.03**

**University Issue No. 2**

 **Revised Date: 02/15/2020**

**Effective Date: 02/05/2017**

**Next Review Date: 04/01/2023 (E3Y)**

**Sr. Reviewer: Associate Vice President for Student Success and Dean of Students**

1. **POLICY STATEMENTS**
	1. The president of Texas StateUniversityis authorized by The Texas State University System (TSUS) Board of Regents to encourage representative student government to function on campus. This Board of Regents’ authorization does not preclude action on the part of the university president or members of the Board of Regents to repeal or revise any or all portions of the Student Government constitution or by-laws when, in the president’s judgment, such repeal or revision would be in the best interest of Texas State. This document outlines the structure, responsibilities, and privileges of the Student Government at Texas State.
	2. Specific objectives include the following:
2. to identify and recognize the Student Government as a representative student voice;
3. to define the role and scope of the Student Government within the context of the university;
4. to identify responsibilities of members of the university community with regard to the Student Government and its function; and

d. to provide for periodic updating or cancellation of this policy statement and any of its procedures.

1. **PROCEDURES FOR REVIEWING THIS DOCUMENT**
	1. The primary responsibility for reviewing and recommending the revision or cancellation of this document, or any portion therein, resides with the dean of Students.

02.02 The dean of Students will solicit suggestions and recommendations from all persons affected by this document through Student Government advisors, the student body president, and all other avenues the dean of Students deems appropriate. This process will be completed by September 15 every three years from the last effective date of review.

02.03 The dean of Students will review all suggestions and recommendations and submit them to the vice president for Student Success for review and consideration. The vice president for Student Success will submit these suggestions and recommendations to the President’s Cabinet by November 15 every three years from the last effective date of review.

02.04 The President’s Cabinet will review the recommendations submitted by the vice president for Student Success. The president will make a final decision by December 1 every three years from the last effective date of review. Changes approved by the president and President’s Cabinet will be prepared in board order format by the vice president for Student Success, submitted to the Board of Regents at the next regularly scheduled meeting, and if approved, will become effective at the beginning of the following fall semester.

1. **OPERATING DETAILS**
	1. The Student Government has no existence separate and apart from the university. The Student Government shall be granted certain privileges indicative of its position within the university community.
	2. The president of the university, through the vice president for Student Success and the dean of Students, has final institutional authority over all activities, policies, and contractual and financial matters involving the Student Government. This authority will not be exercised in a manner that would infringe upon constitutionally protected rights of students.
	3. The governing documents of the Student Government shall be comprised of the Student Government Constitution and the Student Government Code, hereafter referred to as the [Constitution and the Code](https://studentgovernment.dos.txstate.edu/aboutus/governing-documents.html).
	4. The Code shall be divided into two categories.
2. The first category will encompass Titles I, II, and III, and shall constitute the Student Government By-laws.

1) The by-laws may only be amended every three years, unless special permission is given by the vice president for Student Success and university president.

1. The second category will encompass all other Titles and shall govern the daily, operational, and administrative regulations of the Student Government and shall constitute the administrative regulations.

1) The administrative regulations of the Student Government and amendments to Titles not listed as a part of the by-laws may be approved for enactment by the dean of Students.

03.05 The Student Government shall be responsible for conducting business according to guidelines promulgated in its established [Constitution and the Code](https://studentgovernment.dos.txstate.edu/aboutus/governing-documents.html) as referenced herein. The Student Government may draft internal rules and regulations, which must be consistent with university policy established in this document.

1. Student Government Constitution and by-laws, which include the Election Code, must be approved by the dean of Students, the vice president for Student Success, and the president of the university.

b. Any amendment to the Student Government Constitution or By-laws may be adopted by Student Government in accordance with its [Constitution and the Code](https://studentgovernment.dos.txstate.edu/aboutus/governing-documents.html), but the change shall not become effective until transmitted to and approved by the dean of Students, the vice president for Student Success , and the president of the university.

1) The Board of Regents has authority to amend or repeal any portion of the Constitution and by-laws of the Student Government when, in the judgment of the Board of Regents, such alterations are deemed to be in the best interest of Texas State.

2) The university president has the power to amend or repeal any provision in the Student Government Constitution and by-laws when in their judgment the interest of the institution requires it. The action of the president may be subject to review by the Board of Regents.

c. Student Government Constitution, by-laws, accompanying rules and regulations, and all official Student Government legislation, will not discriminate on the basis of race, color, national origin, age, sex, religion, sex, disability, veterans’ status, sexual orientation, gender identity, or gender expression.

03.06 The Student Government shall govern itself through the [Constitution and the Code](https://studentgovernment.dos.txstate.edu/aboutus/governing-documents.html). The official copy of these documents shall be given to the Student Government by staff advisors at the beginning of each semester or when changes are proposed. This document shall supersede these documents if a dispute arises. The official copy of the Student Government [Constitution and the Code](https://studentgovernment.dos.txstate.edu/aboutus/governing-documents.html) will be maintained in the Dean of Students Office. A copy will also be available on the [Student Government website](https://studentgovernment.dos.txstate.edu/aboutus/governing-documents.html).

03.07 Procedures for Disseminating Passed Legislation:

1. Legislation making recommendations will be forwarded to the dean of Students for review. After review, the dean of Students will forward the legislation to the vice president for Student Success.
2. The vice president for Student Success will provide a response to the legislation after consultation with the appropriate vice president affected by the legislation or position statement.

\*c. Legislation amending internal procedures, confirming positions within the Student Government, and simple resolutions making statements that do not meet the values of the university will be forwarded to the dean of Students to provide a response.

03.08 When the Student Government takes a position on a non-university issue, it shall make clear the fact that it does not speak for the institution.

03.09 The Student Government may conduct polls, initiate petitions, and establish forums for debate and discussion under guidelines promulgated by the university.

03.10 Officers of the Student Government will so identify themselves when they express their personal views, and they shall make it clear that they are not speaking for the university, the student body, or for the Student Government, unless the Senate has authorized the statement in advance.

03.11 The Student Government is encouraged to accomplish its overall mission and specific objectives through cooperative efforts and open dialogue with all facets of the university. To this end, all faculty and staff of the university are encouraged to assist the Student Government when possible, toward the accomplishment of its mission.

\*03.12 The vice president for Student Success will appoint a professional staff member or members to advise the Student Government. The advisors will serve primarily as the liaisons between the Student Government and the Student Success division. The advisors will also facilitate communication to any and all areas of the university.

\*03.13 Student Government elections will be held in accordance with the Election Code within the by-laws enforced at the time the elections are held. Special elections may be held, and special election provisions implemented, provided that the dean of Students has granted prior approval.

1. **PROCEDURE FOR APPEALS OF STUDENT GOVERNMENT DECISIONS**
	1. The line of administrative authority for appealing a decision by the Student Government Supreme Court or an action of the Senate, House of Graduate Representatives, the executive branch, and the election board is the dean of Students. Unless otherwise specified in the [Constitution and the Code](https://studentgovernment.dos.txstate.edu/aboutus/governing-documents.html), the final appeal of Student Government action is the vice president for Student Success. For constitutional issues, as warranted by the dean of Students and the vice president for Student Success, the president shall be the final arbiter.

**05. CONTRACTUAL RELATIONSHIPS**

\*05.01 All persons employed on a salary or compensated for personal services in any manner by or under the direct supervision of the Student Government shall require the approval by the dean of Students. Such approval must be obtained before any contract for personal services is entered into, and before any compensation is paid for personal services except in cases where the dean of Students directs otherwise in writing. A criminal background check will be performed on officers of the Student Government that are financially compensated with university funds, as required from all university employees or student employees who hold sensitive job positions.

**06. REVIEWERS OF THIS PPS**

06.01 Reviewers of this PPS include the following:

Position Date

Associate Vice President and April 1 E3Y

Dean of Students

Staff Advisor to the Student April 1 E3Y

Government

**07. CERTIFICATION STATEMENT**

This PPS has been approved by the following individuals in their official capacities and represents Texas State Student Success policy and procedure from the date of this document until superseded.

Associate Vice President and Dean of Students; senior reviewer of this PPS

Vice President for Student Success