

**STUDENT GOVERNMENT
ASSOCIATION TEXAS A&M
UNIVERSITY - KINGSVILLE
BY-LAWS**

ARTICLE I: BY-LAW AUTHORITY

The Student Government Association (SGA) shall operate under the guidance of these By-Laws. Should the By-Laws conflict with SGA Constitution, the Constitution shall stand as the preeminent document.

ARTICLE II: STUDENT SENATE MEMBERSHIP

SECTION I: Non-Voting members of the Student Senate, aside from those listed within the SGA Constitution shall be:

- A. One (1) representative from the Campus Activities Board.
- B. One (1) representative from the Residence Hall Association.
- C. One (1) representative from the South Texan.
- E. One (1) representative from the Honors College Student Council.
- F. One (1) representative from Crime Stopper's.
- G. Other- officially recognized organizations may petition the Student Senate for a listed representative by providing a petition with one hundred (100) signatures.

ARTICLE III: QUALIFICATIONS

Anyone not meeting the qualifications for an office may not run or apply for that position, if at any time, except for the exception outlined in this paragraph, an individual fails to meet any qualification for any reason, he/she must resign and must vacate his/her office. Individuals that fail to meet the cumulative grade qualifications indicated may continue in office on probation for one (1) semester. If the grade is not raised to the minimum qualification in the next semester, the individual must resign and vacate the office. At any time if the overall GPA falls below good standing as defined by Texas A&M University-Kingsville, the individual must resign and vacate the office.

SECTION I: EXECUTIVE OFFICERS

- A. The President shall serve a minimum of twenty-four (24) consecutive weeks during the fall and spring semesters in SGA prior to being elected by the Student Body.

- B. The Vice-President of Internal affairs shall serve a minimum of twenty-four (24) consecutive weeks during the fall and spring semesters in SGA prior to being elected by the Student Body.
- C. The Vice-President of External affairs shall serve a minimum of twenty-four (24) consecutive weeks during the fall and spring semesters in SGA prior to being elected by the Student Body
- D. The Treasurer' shall serve a minimum of twelve (12) consecutive weeks during the fall and spring semesters in SGA prior to being elected by the student body.
- E. The SOA Liaison shall serve a minimum of Twelve (12) consecutive weeks during the fall and spring semesters in SGA prior to being elected by the Student Body.
- F. The Greek Life Commissioner shall serve a minimum of Twelve (12) consecutive weeks during the fall and spring semesters in SGA prior to being elected by the Student Body.
- G. In the event there is no interest from a qualified individual by the deadline to indicate interest for the position of Treasurer, Greek Life Commissioner, Treasurer or SOA Liaison, nominations for the position(s) shall be solicited of any interested senator at the next regularly scheduled meeting.
- H. Must be a registered A&M- Kingsville student in good standing as defined by the University.
- I. Must not have a major judicial sanction.
- J. Must have an overall GPA of no less than 2.750 for an undergraduate student and no less than 3.00 for a graduate student at the time of election and throughout his/her term of office.
- K. May not hold any additional SGA position, except were allowed by the Constitution and By-laws.

SECTION II: SENATORS

- A. Must be a registered A&M- Kingsville student in good standing as defined by the University.
- B. Must not have a major judicial sanction
- C. Must have an overall GPA of no less than 2.500 for an undergraduate student and no less than a 3.000 for a graduate student at the time of election (with the exception of first semester students) and throughout his/her term of office.
- D. May not hold any other recognized SGA position, with the exception of Standing Committee Chair, and Chancellor's Student Advisory Council Representative.

SECTION III: STANDING COMMITTEE CHAIRS

- A. Must serve a minimum of six (6) weeks in the Student Senate prior to becoming the Chair.
- B. Must meet the Senator qualifications outlined in Article III Section II of the By-Laws.
- C. Executive Officers that serve as Committee Chairs will need to meet the criteria for Executive Office.
- D. May not be the Chair of any other committee.
- E. Must meet regularly with all other Committee Chairs and the Vice President of Internal affairs.

- F. Most submit attendance sheet from monthly meeting to the SGA Secretary, no later than the Monday after the meeting.
- G. Shall maintain a step-by-step and contact list for every event.

SECTION IV: TERMS OF PROBATION

Any member of SGA on probation must participate in one (1) or more of the following activities:

- A. Meet with advisor to discuss grades weekly,
- B. Meet with an academic advisor.
- C. Midterm evaluation with advisor, student, and if necessary academic advisor.
- D. Review time management practices and organizational responsibilities with advisor.
- E. Set-up mandatory study times and keep a log with advisor.
- F. Any other steps as mutually agreed upon with the advisor.

ARTICLE IV: ELECTIONS

SECTION I: EXECUTIVE OFFICERS

- A. Executive Officers will be elected through a campus-wide election following procedures outlined in the SGA Election Code, with the exception of, Secretary, and the Advisor.
- B. A special Ad Hawk Committee chaired by the Vice President of External Affairs shall be responsible for coordinating the election.
- C. Newly elected officers, elected during the spring elections, shall be inducted and assume the responsibilities of their respective office at the last formal meeting of the spring semester.
- D. Candidates must participate in an SGA sponsored informational session, where they can give a speech and answer student questions,

SECTION 11: STUDENT SENATE ELECTIONS

- A. Members of the Senate shall be elected by their respective constituencies. At-Large Senators will be elected by the entire campus.
- B. The candidates receiving the most votes will be declared the winner. In the event of a tie, a run-off election will be held at a later date.
- C. A General Spring Election shall be held for all senate positions, except those for the Freshman Class.
- D. A Fall General Election shall be held to fill Freshman Class Senate positions and all retraining vacancies on the Senate.
- E. In the event that there are vacancies after the Spring Elections, the Executive Board shall appoint students to those positions, providing they are a member of the constituency they will represent, they meet the qualifications outlined in Article III Section II of By-Laws, and they are ratified by the Student Senate by a simple majority vote.
- F. A special Ad Hawk Committee chaired by the Vice President of External Affairs shall be responsible for coordinating the election.
- G. Newly elected senators, elected during the spring elections, shall be inducted and assume the responsibilities of their respective office at the last formal meeting of the spring semester.

SECTION III: TREASURER GREEK LIFE COMMISSIONER AND STUDENT ORGANIZATION ADVISORY LIAISON

- A. Elections shall be held during the spring elections.
- B. Any member of SGA, meeting the qualifications set forth in Article III Section I of the By-laws, is eligible to be a candidate. Grade and Judicial Record will be confirmed prior to the candidate's installation as an officer.
- C. The following steps and rules shall be enforced for all Treasurer, Greek life Commissioner and Student Organization Advisory Liaison elections
 - 1. Bids for office must be made in advance to the SGA Vice President. Floor nominations may not be made unless there are no candidates for a specific office. Someone who is elected through a floor nomination, not meeting qualifications will not be installed and will forfeit the ability to run for another position. A candidate must either be present at their election or have notified the SGA Vice President of his/her expected absence at least one week in advance of said election in order to be eligible to win.
 - 2. Each candidate will be invited to address the Student Senate, in a speech limited to three (3) minutes, in alphabetical order by the candidates' last name. If the candidate is absent, he/she may designate someone to speak on his/her behalf.
 - 3. All candidates for the same position shall be compelled to leave the room during each candidate's presentation and question period.

SECTION IV: TIMES FOR ELECTIONS

- A. Executive Officer Elections shall be held in the spring, prior to the Spring Banquet, with sufficient time to elect Student Organization Advisory Liaison Greek Life commissioner, and treasure.
- B. Senate Elections for all positions will be held in the spring along with Executive Officer Elections. Freshman Class, including Graduate Students, Senator Elections and elections for any vacant seats will be held in the fall.
- C. SOA Liaison Greek Life commissioner, and treasure if not done so in spring, elections will be held at the first meeting of every session of the Student Senate.
- D. The Standing Committee Chairs shall be appointed by the first meeting of the Student Senate in the Fall Semester.

SECTION V: SENATOR OF THE SEMESTER AWARD

- A. Small be awarded to one (1) senator per semester.
- B. Nominations and selection should be made prior to the second to the last SGA meeting of each semester.
- C. The senator must be an active participant in SGA, including but not limited to the following factors: number of senator hours; attendance at SGA, committee meetings, and other SGA sponsored events.

- D. The same Senator may not win the Senator of the Semester Award for the fall and spring semester in the same academic year.
- E. Candidates for Senator of the Semester will be nominated by the Student Senate. All senators are eligible for- nomination including the Student Organization Advisory Liaison. After nominations are made the Student Senate will cast their votes using a secret ballot that will be collected and counted by the President, Vice President, Secretary, Treasurer and/or Advisor. Counting of the votes requires two (2) people, one (1) person to count the votes and one (1) to verify. In the event of a tie a runoff election shall be held immediately using the secret ballot method.

SECTION VI: ALCARIO GABRIEL CASTILLO ALVARADO AWARD

- A. Shall be awarded to one (1) member of the Student Senate, to include non-elected and appointed committee members, per academic year.
- B. The senator must be an active participation in SGA, including but not limited to the following factors: number of senator hours, attendance at SGA, committee meetings, and other SGA sponsored events.
- C. Members of the Student Senate will nominate candidates for the Senator of the Year Award. After nominations are made the Student Senate will cast their votes using a secret ballot that will be collected and counted by the President, Vice President, Secretary, Treasurer- and/or Advisor {all executive offices are now capitalized}. Counting of the votes requires two (2) people, one person to count the votes and one to verify. In the event of a tie a runoff election shall be held immediately using the secret ballot method.

ARTICLE V: STUDENT SENATE COMMITTEES

SECTION I: The Committees of the SGA Student Senate shall have the following structures and responsibilities.

- A. Academic and Student Affairs Committee
 - 1. Shall be chaired by a Senator.
 - 2. Shall consist of any interested students on campus.
 - 3. Shall consist of at least one (1) senator from each college, if possible.
 - 4. Shall handle matters pertaining to the academic policies and procedures of the University.
 - 5. Shall promote academic relationships between the students, faculty, and administrators.
 - 6. Shall ensure that instructors are evaluated on performance.
 - 7. Shall review and make recommendations on policies and procedures related to academic affairs.
 - 8. Shall survey students to determine priorities and issues on an annual basis.
 - 9. Shall review and make recommendations on policies and procedures relating to the facilities and operations of A&M- Kingsville.

10. Shall review and make recommendations on policies and procedures relating to student health at A&M- Kingsville,
11. Shall review and make recommendations on policies and procedures relating to safety at A&M- Kingsville.
12. Shall review and make recommendations on policies and procedures relating to the office of Student Affairs of A&M- Kingsville.
13. Shall review and make recommendations on policies and procedures relating to student affairs at A&M- Kingsville.
14. Shall review and final recommendations on policies and procedures relating to the bookstore, dining malls, and residence halls.
15. Shall review and make recommendations on matters forwarded by the Student Senate or the President of SGA.
16. Shall meet with Associate Vice President of Student Affairs at least once each semester.
17. Shall meet with the Dean of Students at least once each semester.
18. Shall meet with the Chief of Police at least once each **semester**.
19. Shall meet with the Director of Life Services and Wellness at least once each semester.
20. Shall meet with Associate Vice President of Support Services at least once each semester.
21. Shall meet with the University Provost at least once a semester.

B. Spirit, Traditions and Campus Morale Committee

1. Shall be chaired by a Senator
2. Shall consist of any interested students on campus.
3. Shall consist of seats for the Campus Activities Board, male and female Greek Life representatives, Residence Hall Association, The South Texan, International Student Council, Aggie Club, Engineering Student Council, Student Athlete Advisory Committee, Marching Band and any other members of the student body that may be interested.
4. The Chair of the committee shall sit on the University Spirit and Traditions
5. Committee.
6. Shall be responsible for creating and maintaining traditions on campus.
7. Shall make recommendations on improving campus morale.
8. Shall make recommendations on improving school spirit.
9. Shall conduct a survey at least once a semester to assess the condition of the student body morale.
10. Shall review and make recommendations of matters forwarded by the Student Senate or the President of SGA.
11. Shall coordinate a "Faculty vs. Student" event for the spring semester, in conjunction with Social Justice and Advocacy.

C. Social Justice and Advocacy Committee

1. Shall be chaired by a Senator.
2. Shall consist of any interested students on campus,
3. Shall collaborate with existing gender pertinent entities on campus.
4. Shall help coordinate events during Women's History Month (March).
5. Shall coordinate events throughout the year that pertain to gender related issues, which can include, National Love Your Body Day (October 18th), Domestic Violence Awareness Month (October),

- Sexual Awareness Week (February), V DAY Month (February-March), Take Back the Night (April), and The Clothesline Project.
6. Shall work with the Women Studies Minor Director to ensure effectiveness and progress.
 7. The Chair of the committee shall serve on the University Women's Enrichment and Advisory Committee.
 8. Shall identify inequalities and social injustices concerning students.
 9. Shall meet with the Dean of Students at least once each semester to communicate any discrepancies concerning social justice issues on campus.
 10. Shall establish and maintain relationships with local civic and advocacy organizations.
 11. Shall review and make recommendations on matters forwarded by the Student Senate or the President of the SGA,
 12. Shall assist with any other "awareness month" events and develop advocacy programs.
 13. Shall assist Spirits, Traditions and Campus Morale Committee with the annual "Faculty vs. Student" Event.

D. Public Relations Committee

1. Shall be chaired by a Senator.
2. Shall consist of any interested students on campus.
3. Shall coordinate all SGA publicity and advertising.
4. Shall review and make recommendations on matters of SGA public relations policies and procedures.
5. Shall work closely with Office of Marketing and Communications.
6. Shall develop press releases and promotional flyers with regard to SGA activities when given advanced notice of at least two (2) weeks.
7. Shall coordinate all campus wide programming sponsored by SGA.
8. Shall review and make recommendations on matters forwarded by the Student Senate or the President of SGA.
9. Shall coordinate SGA representation at events for potential or new students including but not limited to: Hoggie Days, Javelina Preview Days, and all other organized tours (i.e., high school tours, Future Farmers of America tournaments, etc.) of Texas A&M University-Kingsville.
10. Shall coordinate a constituent meeting, TAMUK-Hall (senator panel).
11. Shall coordinate the monthly event, SGA Meet the Senators.
12. Shall create and update the SGA scrapbook, Tit-fold, and the Bigger Event Frames.
13. Shall maintain the SGA website and all other SGA social media sites.

E. Recruitment and Retention Committee

1. Shall be chaired by a Senator.
2. Shall consist of any interested students on campus.
3. Shall review and make recommendations on matters forwarded by the Student Senate or the president of SGA.
4. Shall coordinate SGA representation at event for potential or new students including but not limited to: Hoggie Days, Javelina preview Days, and other organized tours (i.e., high school tours, future farmers of America, tournaments, etc.) of Texas A&M University-Kingsville.
5. Shall coordinate a constituent meeting, TAMUK-Hall (senator panel.)

6. Shall coordinate the monthly event, SGA meet the senators.
7. Shall host retention events to keep senators engaged with student government.
8. Shall attend UNIV & GEEN courses to give a presentation on SGA.
9. Shall coordinate the fall and spring SGA retreats, spring gala, SGA socials and other events to improve internal relationships of SGA.
10. Shall be responsible for the procurement and distribution of SGA stoles to those senators that have reached the following qualifications.
 - a. One year of service as a voting member of SGA senate, including all members of the Executive cabinet.
 - b. Must be an active Senator at the time of graduation

SECTION II: The committees of SGA Legislative Branch shall have the following attendance rules:

- A. Attendance at committee meetings is mandatory where prior approval for an absence has not been obtained from SGA Committee Chair.
- B. The committee members shall be responsible for signing up at committee meetings.
- C. When prior approval for absence has not been obtained, the approval or denial of an excuse is at the discretion of the Secretary.
- D. Failure to complete a delegated duty will result in an unexcused committee absence.
- E. When approval for an absence has not been obtained, one or more of the following consequences shall take effect.
 1. An unexcused absence from a committee meeting shall be reported by the Committee Chair to SGA Secretary.
 2. Two (2) unexcused absences from committee meetings shall equal one (1) unexcused Student Senate meeting absence.
 3. Upon the second unexcused committee meeting absence, the Committee Chair may submit a request to SGA Vice President to remove the offending party from the committee.
 4. In the case of an absence being unexcused, a Senator has the right to appeal the Secretary's decision to the Vice President.
- F. To make up an unexcused committee meeting absence, the offending party must complete one (1) of the following:
 1. Complete a delegated committee duty as assigned by the Committee chair,
 2. Complete one (1) extra Senator hour that takes place outside of committee meetings.
- G. Committee Chair absences are to be handled thusly:
 1. Committee Chairs must refer to SGA Secretary for excusal of an absence.

2. The Committee Chair must notify the entire committee and reschedule the meeting to accommodate as many committee members as feasible.

ARTICLE VI: ATTENDANCE RULES

SECTION I: SGA members shall have the following attendance rules for SGA meetings and mandatory events:

- A. Absences:
 1. Excused absences shall be defined as follows:
 - i. Incapacitating illness, family emergency, University events, and class.
 2. Unexcused absences are defined as any not falling under the excused absences.
 3. Absences may be redefined by the Secretary for special circumstances.
- B. All excused and unexcused absences may be discussed with the SGA Secretary. Senators may be able to make up one (1) unexcused absence. Any more unexcused absences will be counted towards an impeachment.
- C. SGA Senators can have a maximum of four (4) makeup hours assigned to them for any excused and/or unexcused absence. A maximum of four (4) hours for missing mandatory events, three (3) hours for missing SGA meetings, and two (2) hours for missing committee meetings are recommended. The Senator may discuss those hours assigned for excused or unexcused absences with the SGA Secretary. A Senator' may make up his/her' hours at a community or campus event, as approved by the SGA Secretary. The event coordinator' must sign off on the form attached and must record the hours the Senator has worked at the event, or the Senator' must have said attached form signed by his/her' committee chair' to approve the hours served.
- D. Senators may serve office hours outside or within the University only for the good of the SGA and/or at the service of the students of Texas A&M University- Kingsville. Senators are to have at least one (1) office hour in the Senators' room and any other amount of service hours may be completed in the community or on campus. Senators must have the approved Senator hours form signed by an official of the event and the place where **service** was given and have said form signed by his/her committee chair to approve the hours served. If committee chair is the member' seeking approval, they then must have the form signed by the SGA Vice President and by an official of the event.
- E. Committee duties as listed under By-Laws, Article V, do not qualify us weekly Senator hours or as make up hours, unless prior approval is given by the Secretary and documentation from the Secretary is obtained.

ARTICLE VII: OATH OF OFFICE

SECTION I: Candidates elected to any position in SGA shall table the following Oath of Office:

A. I, (State Your Full Name), / Knowing the duties of my office / as set forth in the Constitution and By-Laws / of the Student Government Association / of Texas A&M University-Kingsville, / do hereby swear / to execute faithfully / the duties of my position. / To the best of my ability, / I will protect and defend /the Constitution and By-Laws / of the Student Government Association / of Texas A&M University-Kingsville.

ARTICLE VIII: RATIFICATION

SECTION I: These By-laws shall be considered ratified upon approval of the Student Senate of A&M- Kingsville.

SECTION II: All previous By-laws are null and void.

SECTION III: These SGA By-laws stands approved as of March 12th, 2025.

ARTICLE VII. LEGISLATION

SECTION I. Legislation within the Student Senate shall consist of Bills and Resolutions.

SECTION II. A bill shall be defined as a call of action by the Student Government Association on a matter that is within the authority of the Student Government to implement.

SECTION III. A resolution shall be defined as an official statement of support by the Student Government Association on a matter that is within the authority of the Student Government to implement.

ARTICLE VIII. BY-LAWS

SECTION I. The Student Government Association will establish by-laws as necessary. Upon their ratification, they become a part of this Constitution and assist in governing the Student Government.

ARTICLE IX. AMENDMENTS

SECTION I. A notice of proposed amendments to the Constitution of the Texas A&M University-Kingsville Student Government Association shall be given in the Student Senate agenda and will be considered at no fewer than two meetings of the Student Government Association Student prior to voting.

A copy of the proposed amendments shall be distributed with the agenda. A two-thirds majority vote is required. Amendments must then go to a referendum to be approved by the general student body. This referendum shall take place not more than three weeks after the amendment is passed in the Student Senate.

SECTION II. A notice proposed amendments to the Constitution of the Texas A&M University-Kingsville Student Government Association shall be given in the Student Senate agenda and will be considered at no fewer than two meetings of the Student Government Student Senate prior to voting. A copy of the proposed amendments or additions shall be distributed with the agenda. A two-thirds majority vote is required.

ARTICLE X. RATIFICATIONS

SECTION I. These By-Laws shall be considered ratified upon approval of the Student Government Association Student Senate of Texas A&M University-Kingsville.

SECTION II. All previous constitutions are null and void.

SECTION III. This Student Government Association Constitution stands approved as of March 12th, 2025.

Adopted & Approved
99th Session
March 12th 2025

CERTIFIED BY:

Harley Davis

Student Body President