

Constitution of the University of Arkansas at Little Rock

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Preamble

The University of Arkansas at Little Rock (“UA Little Rock”) adopts this Constitution pursuant to Board of Trustees Policy 100.4.III.5. This Constitution supersedes all existing instruments pertaining to UA Little Rock governance.

Article I. University of Arkansas at Little Rock Assembly

Membership and Functions of the UA Little Rock Assembly

The Assembly shall be composed of all employees and all enrolled students of the University of Arkansas at Little Rock. The Assembly serves as a university community body, giving its members a voice on matters that concern the educational mission and effectiveness of the University. The Assembly will receive regular reports from the administration and the three campus governing bodies: Faculty Senate, Staff Senate, and Student Government Association.

Officers and Executive Committee of the Assembly

Officers of the Assembly shall be the president, vice president, secretary, and parliamentarian. The president of the Assembly shall be the elected Faculty Senate president. The executive vice chancellor and provost shall serve as the vice president of the Assembly. The secretary of the Staff Senate shall serve as secretary and the parliamentarian of the Faculty Senate shall serve as parliamentarian.

The president shall preside at meetings of the Assembly, and the vice president shall be the presiding officer in the absence of the president. The president shall be responsible for the collection and distribution of Assembly materials.

The secretary shall be responsible for promptly preparing the minutes of each Assembly meeting and for submitting the minutes for distribution. The secretary also shall collect documents concerned with Assembly matters and transfer them to the appropriate archive, at the end of each academic year.

1 The parliamentarian shall advise the officers and members of the Assembly on questions of
2 procedure.

3
4 The Executive Committee of the Assembly shall be composed of the president, vice president,
5 secretary, and parliamentarian of the Assembly; in addition, the other officers of the Faculty
6 Senate and the Staff Senate, and the executive officers of the Student Government Association
7 shall serve as members of the Executive Committee. The Executive Committee shall be
8 responsible for the agenda of Assembly meetings.

9 10 **Meetings of the Assembly**

11
12 The Assembly shall meet at least twice each academic year, once at the beginning of the
13 academic year and once late in the academic year. The Assembly president, or in their absence,
14 the vice president, shall call these required meetings. Other meetings of the Assembly may be
15 called by the Assembly president, a majority of the Executive Committee of the Assembly, the
16 chancellor, a majority of the Faculty Senate, a majority of the Staff Senate, a majority of the
17 Student Government Association, or upon petition to the office of executive vice chancellor and
18 provost of at least thirty members of the Assembly.

19
20 All meetings of the Assembly shall be governed by parliamentary procedure as set out in the
21 most recent edition of Robert's Rules of Order. Meetings of the Assembly shall be open.

22
23 The agenda shall be prepared by the Executive Committee of the Assembly and distributed to all
24 members of the Assembly no fewer than ten calendar days before the meeting, and for a called
25 meeting, no fewer than two business days before the meeting. Items for consideration of
26 inclusion on the agenda may be sent to the Executive Committee. Minutes of the meetings shall
27 be made available to all members promptly following the meeting and shall be archived. The
28 minutes will be made accessible to the public upon request.

29 30 31 **Article II. The Faculty Senate**

32 33 **Composition of the Faculty Senate**

34
35 The Faculty Senate shall be composed of full-time faculty members holding the ranks of
36 university professor, distinguished professor, professor, associate professor, assistant professor,
37 senior instructor, advanced instructor, and instructor who are elected by the full-time faculty
38 members of all academic colleges that report directly to the executive vice chancellor and
39 provost, including the library faculty. The William H. Bowen School of Law is treated as a
40 college for faculty representation purposes in this Constitution. All questions concerning
41 representation in the Faculty Senate shall be resolved by the Executive Committee of the Faculty
42 Senate, subject to appeal to the Faculty Senate. Faculty who serve as academic unit heads (e.g.,
43 chairperson, director) are eligible for election to the Faculty Senate. Faculty members holding
44 appointments that require them to devote more than half time to administrative work may not
45 serve in the Faculty Senate. The chancellor and the executive vice chancellor and provost are
46 exempt from this requirement, and shall serve as ex officio members (with vote) of the Faculty

Senate. The president of the Staff Senate and the president of the Student Government Association shall serve as ex officio (with vote) members of the Faculty Senate.

The faculty of each of the aforementioned colleges will be entitled to elect senators based on a census of the faculty of each college that will take place every two years in odd-numbered years, prior to Faculty Senate elections and as provided for in the Faculty Senate Bylaws.

Functions of the Faculty Senate

The Faculty Senate shall be the authority on educational policies and programs at UA Little Rock, making recommendations on matters within its jurisdiction to the chancellor. The areas of the Faculty Senate's jurisdiction shall include the following:

1. Admission requirements
2. Curriculum and courses
3. Degrees and requirements for degrees
4. Calendar and schedules
5. Awards, honors and honorary degrees
6. Interpretation of its own legislation

The Faculty Senate may also make recommendations to the chancellor in areas of concern to the faculty, including but not limited to:

1. appointments, promotions, tenure, annual review, retirement, non-reappointment, and dismissal of faculty;
2. working conditions for faculty;
3. academic and professional research, and other scholarly and creative activities;
4. disciplinary policies for graduate and undergraduate students.

The Faculty Senate shall also make recommendations and provide input to the chancellor on matters that concern the overall mission and effectiveness of UA Little Rock and on matters of University of Arkansas System concern. Through the chancellor, such action shall be reported to the president and, when considered necessary or desirable by the president, through the president to the Board of Trustees.

The chancellor may approve any legislative recommendation of the Faculty Senate within fifteen calendar days after such recommendation has been presented to the chancellor. If the chancellor declines to act favorably on the legislation recommended, the chancellor shall provide written reasons to the Faculty Senate president who shall communicate the chancellor's action to the Faculty Senate. If the matter cannot be resolved to the satisfaction of both the Faculty Senate and the chancellor within a reasonable period of time, then the three campus governing bodies may, by a three-fifths vote of their membership, request that the president of the University of Arkansas System consider the matter. If the matter is not resolved within thirty days of its referral to the president, the president may submit the matter to the Board of Trustees for consideration.

Officers of the Faculty Senate

Officers of the Faculty Senate shall be the president, the immediate past president, the vice president, the secretary, the parliamentarian, and counsel. The president shall be elected for a two-year term, from among faculty members eligible to serve in the Faculty Senate, at the last meeting of the academic year in even-numbered years. The president serves as an ex officio member with vote and is not counted as a senator from their college. The vice president, secretary, and parliamentarian shall be elected for a two-year term from the elected membership of the Faculty Senate during the first meeting of the academic year in even-numbered years. In the event that a senator elected to one of these offices ceases to be a member of the Faculty Senate, another senator shall be elected to fulfill the remainder of the term of office. Vacancies shall be filled by election at the next regularly scheduled Faculty Senate meeting.

The president shall preside at meetings of the Faculty Senate and of the Executive Committee. The president or designated member of the Faculty Senate Executive Committee shall have the responsibility for facilitating the initial meetings of the councils and standing committees of the Faculty Senate in the fall semester.

The vice president shall be the presiding officer at Faculty Senate meetings in the absence of the president, and shall also serve as vice president of the Executive Committee.

The secretary shall be responsible for preparing the minutes of each Faculty Senate meeting and for submitting the minutes for distribution. The secretary shall collect papers and documents concerned with Faculty Senate matters and transfer them to an appropriate archive at the end of each academic year. The secretary also shall serve as secretary of the Executive Committee.

The parliamentarian shall advise the officers and members of the Faculty Senate on questions of procedure in order that the business of the Faculty Senate be transacted correctly, efficiently, and impartially. The parliamentarian also shall serve as parliamentarian of the Executive Committee.

The immediate past president shall serve as advisor to the president of the Faculty Senate. In the event that there is not an immediate past president available and willing to serve, the president may select a past president, a previous Faculty Senate officer, or an experienced faculty senator to serve in this capacity with the approval of the Executive Committee.

The counsel shall be responsible for ensuring that copies of records related to faculty governance are maintained in the appropriate archive. The counsel shall be an elected member of the Faculty Senate and shall provide expertise to the executive committee on current policies and the historical background on important issues. The counsel shall be appointed by the elected officers of the Faculty Senate to a renewable, two-year term that is staggered relative to the Faculty Senate officers. The appointment shall be reported to the Faculty Senate.

Executive Committee of the Faculty Senate

The Officers of the Faculty Senate and the provost shall constitute the Executive Committee of the Faculty Senate. The Executive Committee shall prepare the agenda for Faculty Senate

meetings. Subject to challenge on the floor of the Senate, the Executive Committee will indicate whether agenda items are advisory in effect or represent legislative recommendations to the chancellor; refer proposals for agenda items to an appropriate council or standing committee; interpret Faculty Senate provisions on credentials and elections; and resolve questions concerning representation of a college in the Faculty Senate.

During the spring semester of odd-numbered years and prior to Faculty Senate elections, the Executive Committee shall reapportion Faculty Senate membership among the eligible academic units. Such reapportionment shall be based on the current number of full-time faculty members in each college, as indicated in the Faculty Senate Bylaws. If a new college is created in an even-numbered year, reapportionment shall be considered in that interim year.

Meetings of the Faculty Senate

Meetings of the Faculty Senate shall be open to all represented persons, although the president may limit floor privileges.

The Faculty Senate shall meet on call by the president of the Faculty Senate at least four times between August and May of the academic year. The chancellor may also convene the Faculty Senate. In addition, the Faculty Senate will meet on formal petition to the president of the Faculty Senate by five or more members of the Faculty Senate; such meeting to be held within fifteen calendar days of the presentation of the petition. At any meeting the president shall preside; in the president's absence, the vice president shall preside; and in the absence of both, the president's designee shall preside.

The Executive Committee of the Faculty Senate shall compile the agenda and distribute it to all full-time faculty, members of the Senate, and the presidents of the Staff Senate and the Student Government Association, no fewer than five business days before the time of the meeting. The agenda shall also be posted on the Faculty Senate website or comparable repository. A petition for the inclusion of any item of business signed by five or more of the members of the faculty or by one Faculty Senator that is submitted to the president of the Faculty Senate no later than one week before the deadline for distribution of the agenda shall result in that item of business being included on the agenda. The chancellor, the executive vice chancellor and provost, the officers of the Staff Senate, and the officers of the Student Government Association also may place any item on the agenda by submitting it to the president of the Faculty Senate no later than one week before the deadline for distribution of the agenda.

Minutes of each Faculty Senate meeting shall be distributed to all members of the Faculty Senate and made available to the campus community via the Faculty Senate website or comparable repository. Minutes shall be made available to the public upon request. A majority of the Faculty Senate membership shall constitute a quorum. At any meeting of the Faculty Senate no action shall be taken on any business that is not on the agenda for that meeting unless four-fifths of the Faculty Senate present shall consent and provided that a quorum is present. Except where specified otherwise in this Constitution or in Faculty Senate Bylaws, matters placed before the Faculty Senate for a vote shall be decided by a majority vote of those present and voting.

1 Unless otherwise noted in this Constitution, all meetings of the Faculty Senate shall be governed
2 by parliamentary procedures as set out in the most recent edition of Robert's Rules of Order.

3 4 5 **Councils and Committees of the Faculty Senate**

6 Subject to this Constitution and policies of the Board of Trustees and UA Little Rock, the
7 Faculty Senate may establish councils and committees to aid in its work. Such councils and
8 committees may be elected or appointed, standing or ad hoc. Ad hoc committees are appointed
9 by the President or Executive Committee to study special matters.

10 Required standing committees or councils of the Faculty Senate include: Academic Calendar and
11 Schedules Committee, Admissions and Transfer of Credit Committee, Committee on Tenure,
12 Faculty Governance Committee, Undergraduate Council, Graduate Council, Council on Core
13 Curriculum and Policies. All standing committees and councils shall be defined and
14 operationalized in the Faculty Senate Bylaws.

15 16 **Bylaws of the Faculty Senate**

17 The Faculty Senate shall establish bylaws for its operation and may amend those bylaws by two-
18 thirds vote of those present and voting at a Faculty Senate meeting, provided that a quorum is
19 present and the proposed amendment was included in the meeting agenda. All Faculty Senate
20 bylaws must be consistent with applicable policies of the Board of Trustees and UA Little Rock,
21 and this Constitution.

22 23 24 **Article III. College, School, and Department Governance**

25
26 The faculty of each college shall develop a governance document that specifies written policies
27 and procedures for conducting the academic business of that college and shall hold meetings at
28 least once each semester of the nine-month academic year. Unless provided otherwise in the
29 governance document, additional meetings shall be held upon written call signed by one-fourth
30 or more of the full-time faculty. In addition, meetings shall be held on written call of the dean.

31
32 The college governance document shall follow procedures for review and approval provided in
33 the Faculty Senate Bylaws.

34
35 Responsibilities of colleges are as follows:

- 36
37 1. By secret ballot to elect representatives and one alternate for each representative to the
38 Faculty Senate, and elected councils and committees of the Faculty Senate. Election as an
39 alternate will be for a one-year period only, and an alternate will serve only in the event
40 of a vacancy. Each college will provide a list of alternates (by position) to the Executive
41 Committee of the Faculty Senate on an annual basis.

2. To study college curricula. Each college shall establish its own curriculum process. Routing of curriculum and program proposals shall follow the procedures outlined in the descriptions of the Undergraduate Council, the Council on Core Curriculum and Policies, and the Graduate Council in the Faculty Senate Bylaws

The faculty of each academic unit shall develop its own policies and procedures for conducting business and shall hold meetings at least once each semester of the nine-month academic year for the purpose of discussing and acting upon unit-level affairs. In addition to the methods of calling meetings specified in an approved governance document, faculty meetings may be convened by a written call of the department chairperson or by a written call of one-fourth or more of the full-time faculty. The unit governance document shall follow procedures for review and approval provided in the Faculty Senate Bylaws.

Article IV. The Staff Senate

Composition of the Staff Senate

The Staff Senate shall be composed of one employee (benefits eligible full-time or part-time classified, or non-classified, non-faculty) for each twenty (20) full-time or part-time benefits eligible filled positions. "Nonclassified, non faculty" means all full-time employees who are not classified under the Uniform Classification and Compensation Act (Act 199 of 1969, as amended) and who do not hold a faculty rank of instructor, advanced instructor, senior instructor, assistant professor, adjunct professor, associate professor, professor, distinguished professor, or university professor. All questions as to eligibility of nonclassified, nonfaculty employees shall be answered by the Executive Committee of the Staff Senate, subject to appeal to the Staff Senate.

Members shall be elected from the aforementioned groups in order to provide broad representation and shall serve staggered two-year terms. No senator shall serve more than four consecutive years. Staff senators shall be elected by ballot with all full-time and part-time benefits eligible classified, non-classified, and non-faculty personnel eligible to vote. Election of Staff Senate members shall be in April of each year. The number of senators from each office, unit or department will be limited to no more than two from an office with fewer than 20 employees, no more than three from an office with 30-50 employees, and no more than four for offices with 50 or more employees. The Staff Senate Election Committee shall prepare the ballots, which shall be tabulated by the president or designee, and the Staff Senate secretary.

Functions of the Staff Senate

The Staff Senate shall have the authority to make recommendations to the chancellor on matters of general campus-wide concern and the effectiveness of the University. This responsibility includes, but is not limited to, such nonacademic areas as:

1. Salaries, work schedules, and work conditions

2. Fringe benefits and health services
3. Safety, traffic, and security
4. Quality of campus life, continuing education, and professional development
5. Service to UA Little Rock and community

Recommendations shall be sent directly to the chancellor. The chancellor may approve recommendations of the Staff Senate within fifteen calendar days after such recommendation has been presented to the chancellor. The chancellor shall provide written reasons to the Staff Senate for not acting favorably on a recommendation. If the chancellor declines to act favorably on recommendations by the Staff Senate, and no other option can be agreed upon in a reasonable period of time, then the three campus governing bodies may, by a three-fifths vote of their membership, request that the President of the University of Arkansas System consider the matter. If the matter is not resolved within thirty days of its referral to the President, the President may submit the matter to the Board of Trustees for consideration.

Officers of the Staff Senate

Officers of the Staff Senate shall be the president, the president-elect, the immediate past president, the secretary, the treasurer, the parliamentarian, and the communications officer.

The office of the presidency will exist as three one-year terms:

- 1) President-Elect
- 2) President, and
- 3) Immediate Past-President

The president-elect of the Staff Senate shall be elected for a one-year term, which will be followed by two one-year appointments. The president-elect's membership in the senate shall be extended to accommodate the three one-year appointments of the office of Staff Senate president. Once the president elect's one year term is complete, they will become the president and will serve a one-year term. At the conclusion of the one-year appointment as president, they will become the immediate past-president.

The secretary, the treasurer, the parliamentarian, and the communications officer shall be elected by members of the Staff Senate for one-year terms. Officers of the Staff Senate shall constitute the Executive Committee of the Staff Senate. Elections are conducted by the Election Committee. The duties of each office are as follows:

The president shall preside at Staff Senate and Executive Committee meetings and shall discharge the responsibilities specified elsewhere in this Constitution.

The president-elect shall be the presiding officer at Staff Senate meetings in the absence of the president and shall discharge the responsibilities specified elsewhere in this Constitution.

1 The secretary shall be responsible for promptly preparing the minutes of each Staff Senate
2 meeting and for distributing them to the entire staff following each meeting. The secretary also
3 shall serve as secretary of the Executive Committee. The secretary shall compile papers and
4 documents concerned with Staff Senate matters and transmit them to the appropriate archive , at
5 the end of each academic year.

7 The treasurer shall be responsible for collecting and accounting for dues, funds, contributions,
8 and other monies or assets, necessary for the operation of the Staff Senate business. The treasurer
9 shall provide financial reports at every scheduled Staff Senate meeting of each year and be
10 prepared to give additional reports at the request of the president.

12 The parliamentarian shall advise the Executive Committee and members of the Staff Senate on
13 questions of procedure in order that the business of the Staff Senate be transacted correctly,
14 efficiently, and impartially. The parliamentarian also shall serve as parliamentarian of the
15 Executive Committee.

17 The communications officer shall oversee all external Staff Senate communication, including the
18 Staff Senate website and a Staff Senate newsletter for the UA Little Rock campus community,
19 and shall serve as chair of the communications committee.

22 **Executive Committee of the Staff Senate**

24 The officers of the Staff Senate shall constitute the Executive Committee of the Senate. The
25 Executive Committee shall prepare the agenda as provided under *Meetings of the Staff*
26 *Senate*. Subject to challenge on the floor of the Senate, the Executive Committee shall label Staff
27 Senate agenda items in such a manner as to indicate whether they are advisory or
28 recommendations for action to the Chancellor.

30 Subject to challenge on the floor of the Staff Senate, the Executive Committee may refer
31 proposals for agenda items to an appropriate standing committee of the Senate. In the event of
32 such a referral, the body receiving the item shall report to the Staff Senate what action it has
33 taken in regard to the referred item. Also, subject to challenge on the floor of the Senate, the
34 Executive Committee shall interpret Staff Senate provisions on credentials and elections and
35 discharge the responsibilities specified elsewhere in this Constitution.

38 **Meetings of the Staff Senate**

40 The Staff Senate shall schedule at least six regular meetings during the academic year. All
41 meetings are open, although the president may limit floor privileges. Additional meetings may be
42 called by the president at their discretion. At all meetings the president shall preside; in the
43 president's absence the president-elect shall preside. In the absence of both the president and the
44 president-elect, the president's designee shall preside. A majority of the Staff Senate members
45 shall constitute a quorum. The latest edition of Robert's Rules of Order governs Staff Senate
46 meetings.

Any Staff Senate member who is absent for two consecutive Staff Senate meetings shall be replaced with the alternate from that administrative area who received the next highest vote. The Executive Committee of the Staff Senate shall compile the agenda for each meeting. Subject matters may be brought to the attention of the Staff Senate by any person or group of persons who are employed by the University half-time or more by placing a written signed statement on file with the Staff Senate. The agenda must be distributed to all members of the Staff Senate, the president of the Faculty Senate, and the president of the Student Government Association within five working days before the meeting. Items of business not listed on the Staff Senate agenda cannot be conducted without a quorum being present and two-thirds majority consent. When an issue has not been included as an agenda item, the president will have the authority to call for a vote for this item to be placed in the agenda. The president, or the presiding officer in the absence of the president, may extend speaking privileges to persons who are not members.

Minutes of the meetings shall be made available to all members of the Staff Senate, the Chancellor, and the presidents of the Faculty Senate and the Student Government Association. The minutes shall also be archived and made accessible to the public upon request.

Committees of the Staff Senate

Subject to this Constitution and policies of the Board of Trustees and UA Little Rock, the Staff Senate may establish standing or *ad hoc* committees in aid of its work. Any member of the Staff Senate may propose changes to committees, to receive consideration as set out in applicable Staff Senate bylaws. All standing committees shall be defined and operationalized in the Staff Senate Bylaws.

Bylaws of the Staff Senate

The Staff Senate shall establish bylaws for its operation and may amend those bylaws by two-thirds vote of those present and voting at a Staff Senate meeting, provided that a quorum is present. All Staff Senate bylaws must be consistent with applicable policies of the Board of Trustees and UA Little Rock, and this Constitution.

Article V. Student Government Association and Senate

Composition of the Student Government Association and Senate

All currently enrolled degree-seeking students of UA Little Rock, as determined by the Office of the Registrar, shall be eligible for Student Government Association (SGA) membership. All currently enrolled degree-seeking students shall be eligible for any Student Government Association office, except where prohibited by relevant Student Governance Association

1 Bylaws. No person shall hold more than one elected Student Government Association position
2 concurrently. The Dean of Students serves as the Advisor to the SGA.

3
4 The SGA Senate is composed of five senators representing each main campus college of UA
5 Little Rock and fifteen at-large senators representing undeclared or unknown majors. Of those
6 fifteen at-large senators, at least three will be graduate students, three will be first-year students,
7 three will be senior students (90-124 credit hours), one will be a member of the UA Little Rock
8 Student Athlete Advisory Committee (SAAC), and one will be an international student
9 nominated by the Office of International Student Services. SGA Officers are ex officio members
10 of the Senate without vote.

11
12 Any Senate seat that becomes vacant between elections shall be temporarily filled by
13 appointment by the SGA President.

14 15 16 **Functions of the SGA Senate**

17
18 The Student Government Association (SGA) serves as the liaison for UA Little Rock students
19 with the administration. UA Little Rock students, acting through the Student Government
20 Association Senate, may make recommendations to the chancellor relating to the quality of life
21 of the students, the efficiency of the University's operations, academic and institutional policies,
22 and any matter of student concern. The SGA Senate shall also approve the SGA's annual budget
23 and all SGA expenditures, assist in the administration of SGA programs and in the operation of
24 the SGA office, and make and administer rules governing SGA elections.

25
26 The chancellor may approve any recommendation of the SGA Senate within fifteen calendar
27 days after such recommendation has been presented to the chancellor. The chancellor shall
28 provide written reasons to the SGA Senate for not acting favorably on a recommendation. If the
29 chancellor declines to act favorably on a recommendation of the SGA Senate, and no other
30 option can be agreed upon to the satisfaction of the SGA and the chancellor in a reasonable
31 period of time, then the three campus governing bodies may, by a three-fifths vote of their
32 membership, request that the president of the University of Arkansas System consider the matter.
33 If the matter is not resolved within thirty days of its referral to the president, the president may
34 submit the matter to the Board of Trustees for consideration.

35
36 Each new SGA Senate shall commence during the first thirty days of the Fall semester.

37 38 39 **Officers of the SGA Senate**

40
41 The executive officers of the SGA Senate shall include the president, vice president, secretary,
42 and the chief of staff. The one-year term of these officers begins on June 1st.

43
44 The president and vice president shall be elected by the student body in elections provided for in
45 the SGA Bylaws. The president and vice president must be in at least the second consecutive
46 semester of attendance at UA Little Rock at the time of election as determined by the Office of

the Registrar; must have at least a 2.75 GPA; must be enrolled in at least six hours when elected and during the fall and spring semesters of office. The president must have served at least one semester in the SGA prior to candidacy. The vice president must have served at least one semester in the SGA or be interviewed and approved by a simple majority of the current SGA Senate prior to candidacy.

The secretary and chief of staff will be nominated by the president and then confirmed by a two-thirds vote of the SGA Senate following guidelines provided in the SGA Bylaws. If the nominee is rejected, the president will select another nominee for Senate confirmation.

The specific responsibilities of each SGA officer will be provided for in SGA Bylaws. If the offices of the president and vice president become vacant at any time, the chief of staff shall become the interim president and after the approval of the Senate by a two-thirds vote, shall appoint an interim vice president. A special election for the president and vice president shall be held one month before the end of the semester if the offices become vacant in the fall semester; if the vacancies occur in the spring semester, they will be filled in the regular election. This special election will follow the election rules provided in the SGA Bylaws.

Executive Committee of the SGA

In addition to the president, vice president, secretary, and chief of staff, the executive committee of the SGA will include the leaders of all SGA standing committees and the president of the Graduate Student Association or a graduate student designee.

Meetings of the SGA Senate

The SGA vice president shall serve as chair of the SGA Senate. The chair shall call the first meeting of the new Senate, which shall be held during the first thirty days of the fall semester. The Senate shall determine the time, place, and frequency of its regular meetings. Additional meetings may be called by the chair of the Senate at their discretion or at the request of a majority of the Senate. SGA Senate meetings are open to all represented members, although the vice president may limit floor privileges.

A majority of the Senate shall constitute a quorum. The latest edition of Robert's Rules of Order shall constitute authority for the proceedings of the Senate, except where superseded by SGA Bylaws.

The Executive Committee shall set the agenda and ensure its distribution at least five business days before the meeting. The agenda will be made available to all represented members and to the presidents of the Faculty Senate and Staff Senate. Subject to challenge on the floor of the SGA Senate, the Executive Committee will indicate whether agenda items represent official recommendations to the Chancellor.

Minutes of the meetings shall be made available to all represented members, the chancellor, and the presidents of the Faculty Senate and the Staff Senate promptly following the meeting. The minutes shall also be archived and made accessible to the public upon request.

Committees of the SGA

Subject to this Constitution and policies of the Board of Trustees and UA Little Rock, the SGA may establish standing or *ad hoc* committees in aid of its work.

Standing committees may include but are not limited to: Student Court, Maroon Mob, the Executive Oversight Committee, Judicial Review Committee, and the Graduate Student Association. The Graduate Student Association, as a standing committee of the SGA, provides a venue for graduate student community, advocacy, and programming.

The SGA Bylaws shall provide details about the charge and composition of each SGA committee, including rules for the selection of the committee's leader. The Bylaws will also explain the process for creating new committees and making changes to existing committees.

Bylaws of the SGA

The SGA shall establish bylaws for its operation and may amend those bylaws by three-fourths vote of those present and voting at one SGA Senate meeting, provided that a quorum is present and the proposed amendment was included in the meeting agenda. All SGA bylaws must be consistent with applicable policies of the Board of Trustees, the UA System, UA Little Rock, and this Constitution.

Article VI: Amending the Constitution

Each governing body may propose amendments to the relevant article of the Constitution for the constituents of that body during the nine-month academic year. Approval of a recommended amendment shall be by three-fifths vote of the body, provided that quorum is present, at two consecutive meetings. The motion on the second vote must be verbatim the motion passed in the first vote and is not amendable. Once recommended, the amendment will be forwarded to the other two governing bodies for review and recommendation. That recommendation shall be by three-fifths vote of the body, provided that quorum is present, at one meeting. Once recommended by all three governing bodies, the recommended amendment moves to the chancellor for approval. Any of the three governing bodies may propose an amendment to articles I. [University Assembly] and VI. [Amending the Constitution]. Proposed amendments to article I. or VI. must be submitted to each governance body simultaneously for consideration. All three governing bodies must recommend the amendment to article I. or VI. before forwarding it to the chancellor. The recommendation of said amendment shall be by three-fifths vote of each body, provided that quorum is present, at one meeting.

Recommended amendments to the Constitution are routed to the chancellor for approval. If approved, the chancellor forwards the amended Constitution to the president of the UA System for review, approval, and transmission to the Board of Trustees. Amendments become effective upon approval by the Board of Trustees. If the chancellor declines to act favorably upon a

1 recommended amendment to the Constitution within 15 calendar days after receiving it from the
2 relevant campus governing body, and no other option can be agreed upon in a reasonable period
3 of time, the campus governance structure may request that the president consider the matter upon
4 a three-fifths vote of all three governing bodies. If a resolution is not achieved within 30 days,
5 the President may submit the recommendation to the Board of Trustees for consideration.

6 Whenever the University changes an administrative title, the corresponding title may be changed
7 in the Constitution through majority vote of the Faculty Senate at one meeting provided that a
8 quorum is present and that the proposed amendment has been submitted to the Executive
9 Committee of the Faculty Senate and published as part of the agenda for that Faculty Senate
10 meeting.