



UNIVERSITY OF GUAM
UNIBETSEDÅT GUÅHAN
Board of Regents

Resolution No. 22-35

**RELATIVE TO APPROVING THE PROPOSED CHANGES TO THE STUDENT
GOVERNMENT ASSOCIATION CONSTITUTION AND BYLAWS TO ADD A PUBLIC
RELATIONS OFFICER**

WHEREAS, the University of Guam (UOG) is the primary U.S. Land Grant and Sea Grant institution accredited by the Western Association of Schools and Colleges Senior College and University Commission serving the post-secondary needs of the people of Guam and the Western Pacific region;

WHEREAS, in accordance with Title 17 Guam Code Annotated, Section 16104, the government and control of UOG is vested in the Board of Regents (BOR) of UOG;

WHEREAS, the 61st Student Government Association (SGA) held its First Special Session on September 2, 2022 and approved SGA Resolution 61-01 to add a Public Relations Officer (PRO) to keep permanent records of all the student government activities; promote SGA meetings, elections, programs, events, and activities; maintain SGA social media outlets and e-mail; and serve as chairperson for the Public Relations Committee;

WHEREAS, the 61st SGA believes that this new position will influence their success in earning a better gauge of their student engagement, and reach out to the public in a more efficient and effective way that will give students a better platform to voice their concerns and/or increase student life on campus;

WHEREAS, the changes from SGA Resolution 61-01 will be incorporated into the SGA Constitution and Bylaws and that these updated documents and BOR resolution will update and supersede BOR Resolutions 18-03 (dated Feb 22, 2018) and 20-33 (dated Nov 24, 2020); and

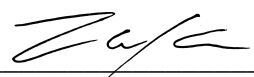
WHEREAS, the BOR Student Affairs, Scholarships, Alumni Relations and Honorary Degree Committee has reviewed the changes from the SGA Resolution for the SGA Constitution and Bylaws, and recommend all changes to the BOR for approval.

NOW, THEREFORE, BE IT RESOLVED, that the BOR hereby approves the changes to the SGA Constitution and Bylaws as outlined in SGA Resolution 61-01.

Adopted this 17th day of November 2022.

ATTESTED:


Liza J. Provido, Chairperson


Thomas W. Krise, Ph.D., Executive Secretary



UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN



61st Student Government Association
Enrollment Management and Student Success

DATE: September 07, 2022

TO: Ms. Liza J. Provido, Board of Regent Chairperson
Dr. Thomas Krise, UOG President
Dr. Anita B. Enriquez, UOG SVPP, Academic and Student Affairs

Lawrence F. Camacho

VIA: Dr. Lawrence F. Camacho, Dean of Enrollment Management and Student Success
Mr. David Okada, Interim Chief Officer *David A. Okada*
Mr. Evander De Guzman, Student Life Office *Evander De Guzman*

FROM: 61st Student Government Association
Kyona Rivera, President *Kyona Rivera*
Xiantei Limtuatco, Secretary *Xiantei Limtuatco*
Dr. James Ji, Advisor *James Ji*

SUBJECT: Amendment of SGA Constitution to include a Public Relations Officer

The 61st Student Government Association (SGA) would like to amend our Constitution and By-Laws to include a Public Relations Officer (PRO) position in the executive council.

The constitution will hereby amend article II, section 1 from "The elected officials of the SGA Council shall be eleven (11) Senators, one (1) Treasurer, one (1) Secretary, one (1) Vice President, and one (1) President." to "The elected officials of the SGA Council shall be eleven (11) Senators, one (1) Public Relations Officer (PRO), one (1) Treasurer, one (1) Secretary, one (1) Vice President, and one (1) President."

The constitution will hereby amend article II, section 3 from "The election of SGA officials: President, Vice President, Secretary, Treasurer and eleven (11) Senators shall be in accordance with the following:" to "The election of SGA officials: President, Vice President, Secretary, Treasurer, Public Relations Officer, and eleven (11) Senators shall be in accordance with the following:"

The by-laws will hereby establish article VIII, section 2, to amend "The Vice President will serve as the Chairperson for the Public Relations Committee." to "The Public Relations Officer will serve as the Chairperson for the Public Relations Committee."

The roles and responsibilities of a PRO is to keep permanent records of all the Student Government activities; promote SGA meetings, elections, programs, events and activities; to maintain SGA social media outlets and e-mail. Implementing this position in SGA would

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61st Student Government Association
Enrollment Management and Student Success


influence our success in earning a better gauge of our student engagement. We believe that the PRO position would help our association reach out to the public in a more efficient and effective way that will give students a better platform to voice their concerns and/or increase student life on campus.

To move forward with this request, the council held a session and presented Resolution 61-01 on September 02, 2022. The council received more than two-thirds of agreement to this amendment. (Please view voting sheet attached).

Very Respectfully,



Kyona Rivera
President



Xiantei Limtuatco
Secretary



Dr. James Ji
Advisor



Resolution No. 61-01

Introduced by:

President Kyona Rivera
Secretary Xiantei Limtuatco
Senator Thelma Rogers
Senator Jacquelyn Cabusi
Senator Christianna Ebio
Senator Thuy Nguyen
Senator Sheldon Orhaitil Jr.
Senator Cazeline Serrano

Vice President Christian Ramos
Treasurer Austin Fortunato
Senator Bethany Betito
Senator Izza Eballo
Senator Claire Marzan
Senator Hanna Ocampo
Senator Edrico Reyes
Senator Jaime Untalan

RELATIVE TO RECOGNIZING THE NEW UNIVERSITY OF GUAM STUDENT GOVERNMENT ASSOCIATION PUBLIC RELATIONS OFFICER POSITION BY AMENDING THE CONSTITUTION AND BYLAWS.

BE IT HEREBY ENACTED BY THE SIXTY-FIRST STUDENT GOVERNMENT ASSOCIATION IN COUNCIL ASSEMBLED

WHEREAS, the constitution will hereby amend article II, section 1 from “The elected officials of the SGA Council shall be eleven (11) Senators, one (1) Treasurer, one (1) Secretary, one (1) Vice President, and one (1) President.” to “The elected officials of the SGA Council shall be eleven (11) Senators, one (1) Public Relations Officer (PRO), one (1) Treasurer, one (1) Secretary, one (1) Vice President, and one (1) President.”

WHEREAS, the constitution will hereby amend article II, section 3 from “The election of SGA officials: President, Vice President, Secretary, Treasurer and eleven (11) Senators shall be in accordance with the following:” to “The election of SGA officials: President, Vice President, Secretary, Treasurer, Public Relations Officer, and eleven (11) Senators shall be in accordance with the following:”

WHEREAS, the by-laws will hereby establish article VIII, section 2, to amend “The Vice President will serve as the Chairperson for the Public Relations Committee.” to “The Public Relations Officer will serve as the Chairperson for the Public Relations Committee.”

WHEREAS, the constitution will hereby establish article 2, Elected Officials, to include: “The roles and responsibilities of a PRO is to keep permanent records of all the Student Government activities; promote SGA meetings, programs, events and activities; to maintain SGA social media outlets and e-mail. Implementing this position in SGA would influence our success in earning a better gauge of our student engagement.”

WHEREAS, the purpose of the UOG SGA Public Relations Officer to help our association reach out to the public in a more efficient and effective way that will give students a better platform to voice their concerns and/or increase student life on campus; and

THEREFORE, BE IT RESOLVED, that the Sixty-First Student Government Association, the entire Student Body, faculty, and staff, recognize the addition of UOG SGA Public Relations Officer position for the amendments of the constitution and bylaws; and be it further

RESOLVED, that the 61st Student Government Association of the University of Guam President Kyona Rivera and Secretary Xiantei Limtuatco attest to the immediate adoption and application hereof, and that copies of the same be thereafter transmitted to the Board of Regents.

DULY AND REGULARLY ADOPTED BY THE 61st STUDENT GOVERNMENT ASSOCIATION ON THE 2ND DAY OF SEPTEMBER 2022.

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61st Student Government Association
Enrollment Management and Student Success

Attested:



Kyona Rivera
President



Xiantei Limtuatco
Secretary

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UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN



61st Student Government Association
Enrollment Management and Student Success

VOTING SHEET

Date: Friday, September 02, 2022

1st Special Session

Resolution 61-01

Action: PASS / FAIL

	Yay	Nay	Abstention
President Kyona Rivera			<i>X.A.J.</i>
Vice President Christian Gyles Ramos			<i>X.A.J.</i>
Secretary Xiantei Limtuatco	<i>Xiantei Limtuatco</i>		
Treasurer Austin Fortuno			<i>X.A.J.</i>
Senator Bethany Betito	<i>Bethany Betito</i>		
Senator Jacquelyn Cabusi			
Senator Izza Eballo	<i>Izza Eballo</i>		
Senator Christianna Ebio	<i>Christianna Ebio</i>		
Senator Claire Marzan	<i>Claire Marzan</i>		
Senator Thuy Nguyen	<i>Thuy Nguyen</i>		
Senator Hanna Ocampo	<i>Hanna Ocampo</i>		
Senator Sheldon Orhaitil	<i>Sheldon Orhaitil</i>		
Senator Edrico Reyes	<i>Edrico Reyes</i>		
Senator Cazeline Serrano	<i>Cazeline Serrano</i>		
Senator Jaime Untalan	<i>Jaime Untalan</i>		
TOTAL:	12	15	15

Advisor:

[Signature]
Dr. James Ji
Advisor

Attested:

[Signature]
Xiantei Limtuatco
Secretary

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1st Special Session Minutes

Friday, September 02, 2022

5:00 PM – Online Session

I. CALL TO ORDER by Vice President Ramos at 5:03PM.

II. ROLL CALL

i. The following members were present for 1st Roll Call:

1. Vice President Christian Gyles Ramos
2. Secretary Xiantei Limtuatco
3. Treasurer Austin Fortuno
4. Senator Bethany Betito
5. Senator Jacquelyn Cabusi
6. Senator Izza Ebalo
7. Senator Christianna Ebio
8. Senator Claire Marzan
9. Senator Thuy Nguyen
10. Senator Hanna Ocampo
11. Senator Sheldon Orhaitil Jr.
12. Senator Edrico Reyes
13. Senator Cazeline Serrano
14. Senator Jaime Untalan

With 14 out of 15 members, present, we have quorum.

- a. Also, in attendance was Dr. James Ji as SGA Advisor.
- b. Vice President Ramos makes the first motion to excuse President Rivera from session. Senator Serrano seconds the motion. ***No objections. The motion passes unanimously. With majority vote, President Rivera is excused from session.***

III. READING OF MINUTES

- a. Senator Orhaitil makes the first motion to approve last session's minutes from August 26, 2022; Senator Marzan seconds the motion. ***No objections. The motion passes unanimously.***
- b. ***Last session's meeting minutes from August 26, 2022, are approved.***

IV. PRESIDENT'S REPORT

- a. Vice President Ramos reports on behalf of President Rivera and Vice President Ramos states President Rivera would like to thank everyone for joining in with the last-minute announcement. We will soon be announcing the sign up to student orgs to be a booth at the Night at the Museum event on September 22. So, Vice President Ramos reminds them to please mark their calendars and save the date!

V. TREASURER'S REPORT



- a. Treasurer Fortuno reports that the current balance for SGA is \$7,129.88.

VI. ADVISOR'S REPORT

- a. Secretary Limtuatco makes the first motion to table Advisor's Report. Senator Serrano seconds the motion. ***No objections. The motion passes unanimously. With majority vote, advisor's report is tabled.***

VII. REPORT OF STANDING COMMITTEES

- a. Academic Affairs
- b. Diversity, Equity, and Inclusion
- c. Finance
- d. Oversight and Review
- e. Public Relations
 - a. Secretary Limtuatco makes the first motion to table Report of Standing Committees. Senator Serrano seconds the motion. ***No objections. The motion passes unanimously. With majority vote, report of standing committees is tabled.***

VIII. REPORT OF SPECIAL COMMITTEES

- a. IT
- b. Secretary Limtuatco makes the first motion to table Report of Special Committees. Senator Serrano seconds the motion. ***No objections. The motion passes unanimously. With majority vote, report of special committees is tabled.***

IX. STUDENT REGENT'S REPORT

- a. No report at this time.

X. GUAM YOUTH CONGRESS REPORT

- a. No report at this time.

XI. DEAN'S REPORT

- a. No report at this time.

XII. STUDENT LIFE OFFICE REPORT

- a. No report at this time

XIII. UNFINISHED BUSINESS

- a. Bill 61-01: SGA and EC Stipends \$20,000.00
- b. Bill 61-02: Uniforms, Lapel Pins, and Sashes \$2,500.00
- c. Bill 61-03: Fall 2022 SO Points System \$3,200.00
 - i. No bills need to be closed at this moment.



XIV. NEW BUSINESS

- a. Bill 61-04: Night at the Museum \$6,000.00
 - i. Senator Ocampo makes the first motion to introduce Bill 61-04: Night at the Museum. Senator Orhaitil seconds the motion. ***No objections. The motion passes unanimously.***
 - ii. Secretary Limtuatco makes the first motion to place Bill 61-04 into voting file. Senator Betito seconds the motion. ***No objections. The motion passes unanimously.***
 - iii. ***With majority vote, Bill 61-04 passes.***
- b. Resolution 61-01: Constitution and Bylaws Amendments
 - i. Treasurer Fortuno makes the first motion to introduce Resolution 61-01: Constitution and Bylaws Amendments. Senator Ocampo seconds the motion. ***No objections. The motion passes unanimously.***
 - ii. Senator Nguyen makes the first motion to amend line 33 and remove the word "elections." Senator Serrano seconds the motion. ***No objections. The motion passes unanimously.***
 - iii. Senator Ebalo makes the first motion to place Resolution 61-01 into voting file. Senator Untalan seconds the motion. ***No objections. The motion passes unanimously.***
 - iv. ***With majority vote, Resolution 61-01 passes.***

XV. OPEN FLOOR

- a. A student organization member wishes everyone a Happy Labor Day.
- b. President of Entrepreneur Society Jeresa Camacho updates on when their first general meeting is.
- c. A representative from the American Marketing Association states the date of their first general meeting.
- d. Treasurer Fortuno reminds everyone to attend the SLO Treasurer Orientation.

XVI. ANNOUNCEMENTS

- a. Vice President Ramos state that we have yet to finalize the date for next session. In addition, he tells everyone to make sure to look out for the "Night at the Museum" event on September 22 from 5:30 PM to 9:00 PM and also look at our Instagram page and Link Tree link for any updates.

XVII. SECOND ROLL CALL

- i. The following members were present for 2nd Roll Call:
 - 1. *Vice President Christian Gyles Ramos*
 - 2. *Secretary Xiantei Limtuatco*
 - 3. *Treasurer Austin Fortuno*
 - 4. *Senator Bethany Betito*



5. *Senator Jacquelyn Cabusi*
6. *Senator Izza Ebaio*
7. *Senator Christianna Ebio*
8. *Senator Claire Marzan*
9. *Senator Thuy Nguyen*
10. *Senator Hanna Ocampo*
11. *Senator Sheldon Orhaitil Jr.*
12. *Senator Edrico Reyes*
13. *Senator Cazeline Serrano*
14. *Senator Jaime Untalan*

With 14 out of 15 members, present, we have quorum.

- a. Also, in attendance was Dr. Ji as SGA Advisor.

XVIII. ADJOURNMENT

- a. Vice President Ramos makes the first motion to adjourn the 1st Special Session. Senator Ocampo seconds the motion. ***No objections. The motion passes unanimously.***
- b. Vice President Ramos adjourns the session on September 2nd, 2022, at 5:23M.



UNIVERSITY OF GUAM
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61st Student Government Association
Enrollment Management and Student Success

ATTENDANCE SHEET

Date: Friday, September 02, 2022

1st Special Session

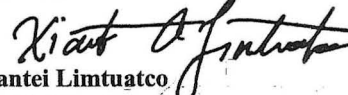
Quorum Achieved: (Yes) No

	1 st Roll Call	2 nd Roll Call	Absent
President Kyona Rivera			X a f
Vice President Christian Gyles Ramos	OK	OK	
Secretary Xiantei Limtuatco	Xiantei Limtuatco	Xiantei Limtuatco	
Treasurer Austin Fortuno	Austin Fortuno	Austin Fortuno	
Senator Bethany Betito	Bethany Betito	Bethany Betito	
Senator Jacquelyn Cabusi			
Senator Izza Ebalo	Izza Ebalo	Izza Ebalo	
Senator Christianna Ebio	Christianna Ebio	Christianna Ebio	
Senator Claire Marzan	Claire Marzan	Claire Marzan	
Senator Thuy Nguyen	Thuy Nguyen	Thuy Nguyen	
Senator Hanna Ocampo	Hanna Ocampo	Hanna Ocampo	
Senator Sheldon Orhaitil	Sheldon Orhaitil	Sheldon Orhaitil	
Senator Edrico Reyes	Edrico Reyes	Edrico Reyes	
Senator Cazeline Serrano	Cazeline Serrano	Cazeline Serrano	
Senator Jaime Untalan	Jaime Untalan	Jaime Untalan	
TOTAL:	14 15	14 15	

Advisor:


Dr. James Ji
Advisor

Attested:



Xiantei Limtuatco
Secretary

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University of Guam Student Government Association Constitution




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RECORD OF AMENDMENTS

<u>Date of Amendment</u>	<u>Description of Amendment</u>
14 November 2013	Preamble - complete replacement.
26 October 2017	Article 2.3.1 (Election of Officials) - reworded for continuity with 2.3.2 and 2.3.3 Article 2.3.2 (Election of Officials) - clarify minimum participation required for a valid election. Article 2.3.4 (Election of Officials) - Deleted, statement was repetitive. Article 2.9.1 (Vacancies in Office) - Clarify voting is still required when only one candidate. Article 3.2.2 (Student Regent) - Reworded to clarify responsibilities to SGA and Board of Regents. Article 4.7.1 (Initiatives) - Clarify the process for action on initiatives presented to SGA. Article 4.7.2 (Initiatives) - Identify the timetable for action on initiatives. Article 5 (Standing Committees) - Remove KUOG committee and add Student Committee. Article 6.4.1 (Frozen Budget) - Grammar corrections: "full 'or' partial" Article 7.1.1 (Amendment to the Constitution) - Change student petition signature requirement to 10% of the general membership form 250 members. Article 7.1.2 (Amendment to the Constitution) - Clarify the process for amendment. Article 7.1.3 (Amendment to the Constitution) - Added to clarify approval requirement. Article 7.1.4 (Amendment to the Constitution) - Added to provide signature line for SGA President. Article 7.1.5 (Amendment to the Constitution) - Added to provide signature line for the Board of Regents Chairperson.
25 September 2020	Article 2.3.1 (Election of Officials) – Added measure in the case regular elections and/or swear-ins cannot take place.
07 November 2020	Article 2.3.1 (Election of Officials) – Change date of when SGA Elections are to be held to correspond to Student Regent Election date.
02 September 2022	Article 2.1.1 (Authority) – Change "The elected officials of the SGA Council shall be eleven (11) Senators, one (1) Treasurer, one (1) Secretary, one (1) Vice President, and one (1) President." to "The elected officials of the SGA Council shall be eleven (11) Senators, one (1)

Public Relations Officer (PRO), one (1) Treasurer, one (1) Secretary, one (1) Vice President, and one (1) President.”

Article 2.3 (Election of Officials) – Change “The election of SGA officials: President, Vice President, Secretary, Treasurer and eleven (11) Senators shall be in accordance with the following:” to “The election of SGA officials: President, Vice President, Secretary, Treasurer, Public Relations Officer, and eleven (11) Senators shall be in accordance with the following:”

Article 2.12 (Duties of the Public Relation Officer) – Include “The roles and responsibilities of a PRO is to keep permanent records of all the Student Government activities; promote SGA meetings, programs, events and activities; to maintain SGA social media outlets and e-mail. Implementing this position in SGA would influence our success in earning a better gauge of our student engagement.”

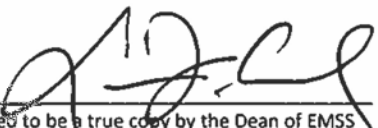

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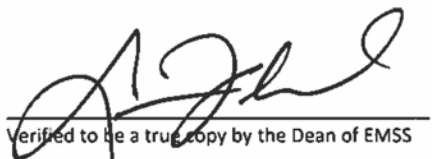
PREAMBLE

"We, the Student Government Association of the University of Guam, as an elected and democratic constituency of the university community, a regional institution, under the authority of the Board of Regents of the University of Guam, in to provide a student government responsible for the effective student participation in all areas of student concern; avail ourselves of opportunities for self-expression, maintain a harmonious environment among other constituencies of the university community, practice the principles of democracy in the governance of the campus, participate in the formation and improvement educational programs, provide services and coordinate actives for students, and encourage cultural unity among other members of the university and the local communities; do hereby adopt this Constitution..."

ARTICLE I

NAME AND MEMBERSHIP.

- 1.1 **NAME.** The name of this organization shall be the Student Government Association, herein referred to as SGA. The abbreviation of the Student Government Association shall be SGA.
- 1.2 **MEMBERSHIP.**
 1. All registered students, having paid the student activity fees of the University of Guam are general members of the SGA.
 2. The elected officials of the SGA shall hereafter be referred to collectively as the SGA Council as defined by Article II, Section 1, Paragraph 1, of this Constitution.


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ARTICLE II
ELECTED OFFICIALS.

2.1 AUTHORITY.

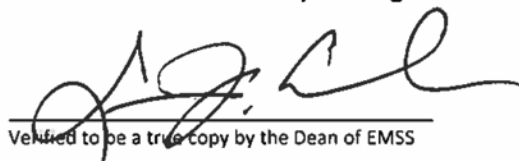
1. The elected officials of the SGA Council shall be eleven (11) Senators, one (1) Public Relations Officer (PRO), one (1) Treasurer, one (1) Secretary, one (1) Vice President, and one (1) President.
2. The elected officials of the SGA Council shall be elected by its general members and shall hold equal voting rights in the SGA except as otherwise provided in this Constitution.
3. All legislative and final administrative authority of the SGA Council shall be vested in and exercised by the SGA Council, for promotion of the welfare and interest of the general members of the SGA, subject to the limitations enumerated in the Constitution.
4. Each elected official of the SGA shall have the right of attendance at all University Standing Committee meetings, sessions, and assemblies except as otherwise provided.

2.2 QUALIFICATION AND TERMS OF OFFICES.

1. All elected officials shall have completed at least fifteen (15) University of Guam semester credit hours prior to obtaining their respective offices.
2. All elected officials shall maintain academic good standing as stated by the Board of Regents prior to obtaining their office and must maintain this minimum GPA while in office. Elected officials falling below the minimum GPA requirements will be automatically removed from office.
3. Each elected official of the SGA Council shall serve for one (1) calendar year starting in the month of August.

2.3 ELECTION OF OFFICIALS. The election of SGA officials: President, Vice President, Secretary, Treasurer, Public Relations Officer, and eleven (11) Senators shall be in accordance with the following:

1. One (1) regular election shall be held during the Fañomnåkan semester of each year no later than March. The elected officials shall be sworn in no later than the last Friday of August of the same year.


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- a. Should there be any event in which a regular election or swear in cannot be held, such as, but not limited to, a natural disaster(s) or pandemic, the current SGA Officials may choose to hold a special election to appoint new officials or have the general membership cast ballots through online means.
2. All officials shall be elected by a plurality vote of the general membership of the SGA. At least ten (10) percent of the general membership is required to cast a vote for the election results to stand. Additional elections may be held until the participation is met.
3. The responsibility for coordinating and conducting all SGA elections and related activities shall rest with the Election Committee as empowered by the By-laws of the SGA.
4. Voting.
 - a. All students, having paid the student activity fees and is registered at the University of Guam, shall have equal voting rights at any SGA election.
 - b. All voting in the SGA elections shall be by secret ballot.
 - c. The method of determining the outcome of these elections shall be by plurality vote of all valid votes cast unless otherwise specified by the public laws governing Student Regent and/or Youth Congress elections or as otherwise specified by this Constitution.

2.4 DUTIES OF THE PRESIDENT. The duties and powers of the President shall be as follows:

1. To serve as the Chief Executive and representative of the SGA.
2. To serve as the vice-chairperson and a voting member of the Finance Committee.
3. To serve as a non-voting member of the SGA Council, to make no motion or amendment, except when the vote is by secret ballot or in case of a tie, and in all other cases where the vote would affect the result.
4. To make appointments as directed by this Constitution, and make such additional appointments from the general membership as may be required. All such appointments shall be subject to approval by a simple majority vote of the Senate.
5. To faithfully attend all meetings and SGA Council sessions.

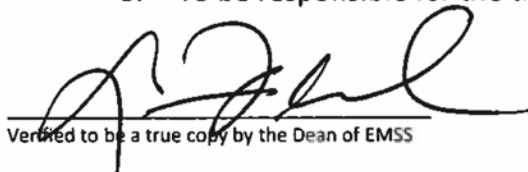
6. To present SGA Council approved student representatives to the various University Committees.
7. To serve as a liaison between the SGA and sponsored organizations dealing with areas of student interest.
8. To enforce all decisions of the SGA Council including those stated in this Constitution and By-laws.
9. To be responsible for the timely execution of the Election committee responsibilities and to call elections as directed and provided for by this Constitution.

2.5 DUTIES OF THE VICE PRESIDENT. The duties and powers of the Vice President shall be as follows:

1. To serve as the second ranking executive and representative of the SGA.
2. To serve as a voting member of the Finance Committee.
3. To assume the office and perform the duties of the President in the event of the President's removal from office, or temporary or permanent incapacitation.
4. To present for consideration and action by the SGA Council a list of candidates for selection and appointment to the various University committees.
5. To maintain an inventory of all SGA property including furniture, equipment and supplies belonging to the SGA.
6. To faithfully attend all meetings and SGA Council sessions.

2.6 DUTIES OF THE SECRETARY. The duties and powers of the Secretary shall be as follows:

1. To keep all records of the proceedings of the organization, including documenting all the subjects discussed, participants, and decisions of the SGA Council.
2. To process and submit to the SGA Council all requests for assistance.
3. To be responsible for the timely execution of all official correspondence.


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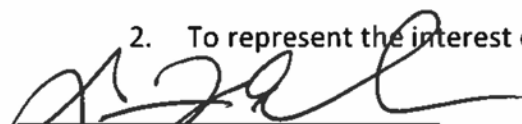
4. To be responsible for duplication and distribution of the minutes and other documents to be presented at the SGA Council meetings and sessions.
5. To be responsible for all administrative tasks as specified by the SGA Council.
6. To faithfully attend all meetings and SGA Council sessions.

2.7 DUTIES OF THE TREASURER. The duties and powers of the Treasurer shall be as follows:

1. To ensure the deposit of all SGA monies into the University Student Government Association account through the business office within an appropriate time period after receipt of the funds.
2. To authorize the UOG Business Office to pay all funds as authorized by the SGA Council and in accordance with the University procurement regulations. Expenditures must be countersigned by the Dean of Student Affairs.
3. To have authority with the Dean of Students and the Financial Committee to expend funds in the absence of the SGA and only when an emergency arises. Any such expenditure, shall be in accordance with the University procurement regulations, shall not be exceed one thousand dollars (\$1,000.00) and shall be justified by written report subject to review at the next regular SGA Council meeting.
4. To be responsible for such financial matters as are delegated by the SGA Council in accordance with the Constitution and By-laws.
5. To review all the financial matters of the SGA Council.
6. To serve as the chairperson and a voting member of the Finance Committee.
7. To Provide a financial status report at every SGA Council regular sessions.
8. To be responsible for the presentations of the annual budget of the SGA to the SGA Council.
9. To faithfully attend all meetings and SGA Council Sessions.

2.8 DUTIES OF SENATORS. The duties and powers of Senators shall be as follows:

1. To faithfully attend all meetings and SGA Council Regular and Special sessions
2. To represent the interest of the general members of the SGA to the SGA Council.



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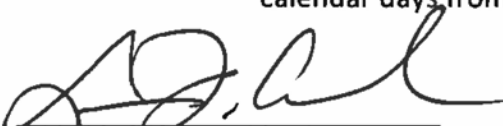
3. To author at least one (1) bill and one (1) resolution per semester, which require action to be taken.
4. To serve and attend all meetings of at least one (1) University Wide Committee that has no more than one (1) other representative.
5. To chair and/or co-chair, at least one SGA-sponsored activity per year, and to assist in carrying out all other SGA-sponsored activities needed.
6. To execute all duties and responsibilities assigned by the SGA Council.

2.9 VACANCIES IN OFFICE. In the event of a vacancy in the office of the President, the Vice President will assume office. In the event of a vacancy occurring in any other elected office, the method of replacement of any such vacancy before the end of the academic year shall be the following:

1. Nominations to fill the vacancy shall be made by an existing SGA Council elected official. Two-thirds (2/3) vote of the elected officials present in session shall fill the vacancy. In cases of only one (1) candidate voting is still required.
2. Nominations to fill each vacancy shall not exceed three (3) candidates, and the appointee shall hold office for the remainder of the vacant term.
3. Each appointee shall have the same qualifications as are required for a candidate for the election.
4. Nominees must be present to accept the nominations.

2.10 REMOVAL OF OFFICIALS.

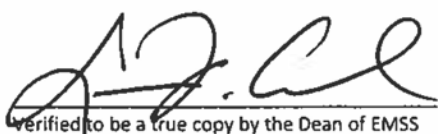
1. Procedure.
 - a. Charges, in affidavit form, stating the alleged violations and preliminary proof, may be filed by any student at the University of Guam. A copy of said affidavit will be presented to each member of the SGA Council.
 - b. Once on the floor of the SGA Council, debate shall be limited. At the end of said debate, a simple majority vote of the SGA Council shall be required for further investigation. If a majority vote for further investigation is indicated, the President of the SGA Council shall set a date for a hearing no sooner than fourteen (14) calendar days and no later than twenty-one (21) calendar days from that meeting of the SGA Council.


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- c. The President shall establish an ad hoc committee composed of five (5) members elected from the SGA Council.
 - d. If charges are brought against the SGA Council President, Vice-President shall set the date for a hearing as provided by Section b above.
- 2. Notification. The SGA Council Secretary shall send the accused a "Notice of Hearing" within one (1) week of the time the Council voted to investigate. This notice shall include a copy of the charges, time and place of the hearing, and a statement of his/her right to be at the hearing to defend himself/herself, to be represented by counsel, and to receive a copy of any transcript of the hearing.
 - a. The ad hoc committee and shall be responsible for the investigation of evidence, examination of witnesses, and any procedures deemed necessary to ensure a fair hearing.
- 3. Hearing. In conducting the hearing, the SGA Council shall preserve decorum (and fair play); restrict evidence, testimony, and discussion to the written charges; and shall uphold the right of the accused to provide a defense, to cross-examine witnesses, and to refute the charges.
 - a. Procedure of Hearing.
 - (1) The Chair of the Ad Hoc committee shall:
 - (a) State the charges.
 - (b) Introduce the evidence, and/or
 - (c) Question witnesses
 - (2) The Accused shall be allowed to take the floor next and shall have the right to:
 - (a) Refute the charges and evidence, and to
 - (b) Cross-examine witnesses.
 - b. The Chair of the Ad Hoc Committee shall announce the recommendation of the committee to the Council.
 - c. The SGA Council may question:

(1) The accused

- (2) The evidence,
 - (3) The witness, and
 - (4) The Ad Hoc committee member
- d. The SGA Council shall then vote on the charges. To convict the accused, the Council must concur by a two-thirds (2/3) vote on at least one of the charges.
4. Penalty. The accused official shall, at the time of conviction by the Senate, relinquish his/her office. He/she shall be denied candidacy for, or appointment to any office within the Student Government Association of the University of Guam for one (1) calendar year.
- 2.11 CONFLICT OF INTEREST. No official of, or candidate for office in, the SGA may receive payment in cash or in any other form from a SGA sponsored or co-sponsored organization or activity for services rendered, or for any other reason. Acceptance of such payment shall be grounds for removal from office.
- 2.12 DUTIES OF THE PUBLIC RELATIONS OFFICER. The roles and responsibilities of a PRO is to keep permanent records of all the Student Government activities; promote SGA meetings, programs, events and activities; to maintain SGA social media outlets and e-mail. Implementing this position in SGA would influence our success in earning a better gauge of our student engagement.



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ARTICLE III

EX-OFFICIO MEMBERS.

3.1 AUTHORITY.

1. The ex-officio members of the SGA Council shall be the Student Regent, Student Organization Representatives, Advisors, Student Life Officer, and Youth Congress Representatives.
2. The ex-officio members shall be non-voting members of the SGA Council with full rights of attendance at all meetings and SGA Council sessions.
3. The ex-officio members of the SGA Councils shall faithfully attend all sessions of the SGA Council. Failure to attend shall be grounds for removal from membership in the SGA Council.

3.2 STUDENT REGENT.


1. The Student Regent shall be a non-voting member of the SGA Council and shall be elected according to Public Law 19-40.
2. The Student Regent must attend SGA Council sessions to report:
 - a. Board of Regents updates.
 - b. SGA updates to the Board of Regents.

3.3 STUDENT ORGANIZATION REPRESENTATIVES.

1. Each student organization of the University shall, as a requirement of affiliation with the SGA, appoint from among its respective members one (1) representative to serve as an ex-officio member of the SGA Council.
2. Each student organization representative appointed must participate and attend regular session meetings as a requirement of affiliation with the SGA.

3.4 ADVISORS.

1. There shall be at least two (2) advisors. The advisors shall be non-voting members of the SGA Council and shall be selected by a simple majority vote of the SGA Council. At least one (1) advisor must be present at all SGA Sessions. The absence of a faculty advisor shall render such session null and void.




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2. In the temporary absence of a Faculty Advisor, or when a Faculty Advisor has yet to be selected by the SGA Council, the Dean of Student Affairs or designee shall be authorized by the SGA Council to temporarily assume the position, with full authority and to satisfy the requirement for the presence of an Advisor when such presence is mandated by this Constitution and/or By-laws.

3.5 YOUTH CONGRESS.

1. The Youth Congress representative of the University of Guam shall be a non-voting member of the SGA and shall serve a term concurrent with his/her term of office as Youth Congress representative.
2. The University of Guam Youth Congress members shall select their SGA representative. The other two shall serve as alternatives.
3. The University of Guam Youth Congress representative shall be elected according to Public Law 12-218.



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ARTICLE IV

MEETINGS AND POLICIES.

4.1 MEETINGS.

1. The SGA shall meet at the call of the President or any seven (7) SGA elected officials. Any meeting called by the aforementioned manner must be publicly announced and advertised at least two (2) calendar days prior to the meeting.
2. Regular sessions of the SGA Council shall commence within seven (7) calendar days following the induction of the elected officials. Thereafter, the SGA Council shall meet for regular session at least twice a month during the calendar year.
3. The President shall hold two General Assemblies each calendar year, one in the Fanuchānan semester and one in the Fañomnākan semester. Other assemblies shall be scheduled as deemed appropriate or necessary by SGA Council.
4. The time and place of meetings, sessions, and assemblies shall be decided by the majority of the elected officials of the SGA Council to assure the convenient participation of officials.

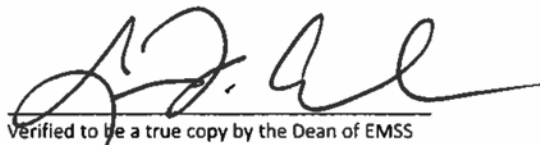
4.2 QUORUM. A simple majority of the voting members shall constitute a quorum.

4.3 BILLS AND RESOLUTIONS. All business brought before the SGA Council for the purpose of soliciting action by the SGA Council, shall be presented in the prescribed resolution or bill format, as stipulated by the By-laws.

4.4 PROXY VOTING. Voting members of the SGA Council or members of standing or special committees of the SGA cannot vote by proxy.

4.5 ATTENDANCE.

1. Any SGA Council voting member shall be removed upon failure to attend any three (3) regular SGA Council Sessions during a semester. Summer session shall be treated as a semester for SGA attendance purposes.
2. Attendance shall be defined as presence at the first and final roll call for the regular, special and emergency sessions, provided the SGA Council does not suspend the By-laws in order to carry past the regular time of adjournment, and presence, defined as a yea, nay or abstention in answer to roll call, at sixty (60) percent of all roll calls on main motions conducted between the first and final roll calls of the meeting, with the same exceptions provided above.



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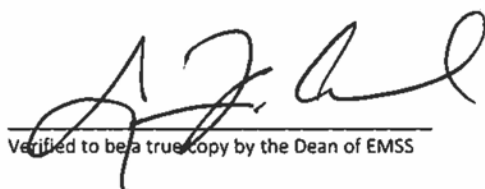
3. Exemption from the above requirements of attendance may be provided for in the SGA By-laws.

4.6 RULES OF ORDER.

1. The Robert's rules of Orders shall govern the meetings and sessions of the SGA.
2. The SGA Council shall provide copies of the "Robert's Rules of Order" to all elected officials. All elected officials are required to be familiar with said text.

4.7 INITIATIVES.

1. Initiatives shall be administered upon presentation to the SGA President of a petition signed by ten percent (10%) of the general members during a regular scheduled session of the SGA council or a simple majority vote of the SGA Council.
2. The petition will be voted on by the SGA Council during the following regularly scheduled session.



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ARTICLE V

STANDING COMMITTEES.

5.1 STANDING COMMITTEES. The following shall be standing committees of the SGA. Their composition, functions, duties, polices and powers are set forth in the SGA By-laws.

1. Finance Committee (FC).
2. Election Committee (EC).
3. Public Relations Committee (PR).
4. Academic Affairs Committee (AA).
5. Oversight and Review Committee (ORC).
6. Student Committee (SC).

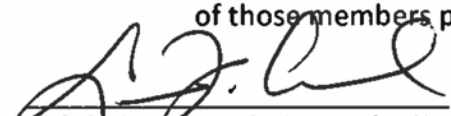


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ARTICLE VI

FINANCIAL POLICIES.

- 6.1 AUTHORITY. The SGA Council shall have authority and exercise control over the finances and assets of the SGA in accordance with the Constitution and By-laws of this organization and with the procurement policies of the University.
- 6.2 BUDGET.
1. Upon the recommendation of the Finance Committee the SGA Council shall establish a budget to govern the expenditures and other financial activities of the SGA.
 2. The budget shall include all foreseeable expenditures for the entire fiscal year beginning in Fanuchånan semester and shall be presented to the SGA Council no later than the first week of August of the same year.
 3. The budget of the SGA must not exceed the total anticipated available SGA funds for the fiscal year.
 4. The SGA may allocate a certain percentage of the SGA Budget for a savings fund. The make up of the savings fund as well as the percentage will be determined by the SGA Council.
 5. All financial appropriations must be approved by a two-thirds (2/3) majority affirmative vote of the SGA Council.
- 6.3 ALLOCATIONS. Ten (10) percent of the total revenue from student activity fees may be designated for support of University Theater productions and ten (10) percent of the total revenue from student activity fees shall be designated for support of Student Publications. All students paying student activity fees will be granted free admission to productions of the University Theater and Student Publications, the campus newspaper, shall be distributed to students free of charge.
- 6.4 FROZEN BUDGET.
1. If at any time the President, Treasurer, or any five (5) elected officials of the SGA Council have evidence that expenditures will exceed revenues for the fiscal year, or have evidence that irregularities exist in the appropriation or management of the budget, such person (s) may appeal to the SGA Council for a full or partial freeze of the financial activities and operations of the SGA. A full or partial freeze of the SGA budget may be enacted by two-thirds (2/3) majority affirmative vote of those members present and voting in session.


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2. Such a freeze shall remain in effect until the SGA Council finds that effective action has been taken to remedy the situation. A suspension of a full or partial freeze of the SGA budget must be enacted by two-thirds (2/3) affirmative vote of the SGA Council.

6.5 ADDITIONAL REVENUE.

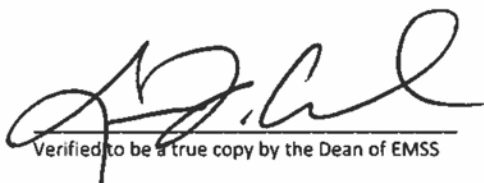
1. Funds may be solicited from members of the SGA other than the scheduled fees of the University of Guam if deemed necessary.
2. The SGA Council may participate in ventures for the purpose of generating revenue.

6.6 AUDIT. The SGA Council is responsible to ensure that all books and accounts are audited each semester by the business office or more often at the discretion of the SGA Council.

6.7 DISCRIMINATION. The SGA shall not fund any activity or organization which discriminates against any general member of the SGA because of race, creed, religion, marital status, national origin, sex, age, physical handicap, sexual orientation, or political activity that does not allow full participation to all general members of the SGA.

6.8 DISSOLUTION.

1. The assets of the SGA constitute a continuing trust for the benefit of student activities at the University.
2. In the event of the dissolution of the SGA Council for whatever reason, assets, after payment or adequate provision for payment of all outstanding debts and obligations of the SGA shall be held in trust and then transferred to the coffers of the succeeding SGA Council. If there be no succeeding SGA Council established within one (1) academic year, said funds will be transferred into a general UOG account.
3. The UOG Board of Regents will offer these funds to UOG students through various SGA student scholarships. The Board of Regents will, at its discretion, determine the amount of each scholarship, not to exceed \$1,000 per student per year. The qualifications should be based on academic achievement and need. The scholarship shall be advertised campus wide to all eligible students.



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ARTICLE VII

AMENDMENTS, INTERPRETATIONS AND ADOPTIONS.

7.1 AMENDMENT OF CONSTITUTION.


1. An amendment to this Constitution may be proposed by either a two-thirds (2/3) vote of SGA Council officials present at the SGA Council meeting or a petition signed by ten (10) percent general membership and presented to the SGA President.
2.
 - a. The SGA President shall call an election to be held during the next regular SGA session following the presentation of petition or request by the ORC.
 - b. Notice of the election and full statement of the proposed amendment(s) shall be announced through available on-campus media.
 - c. A favorable two-thirds (2/3) of the votes cast shall be necessary for the amendment(s) to be presented to the Board of Regents for final approval.
 - d. A memorandum detailing the proposed changes shall be to the University President via the Student Life Officer and Dean of EMSS and Senior Vice President.
3. The amendment(s) shall be enforced on the date of the final approval by the Board of Regents.

7.2 INTERPRETATION.

1. All questions of interpretation of this Constitution shall be decided by the SGA based on the advice from the Oversight and Review Committee, an advisor, and the Dean of Students. The advisor is to be designated by a majority of the SGA Council.
2. Definitions and application of certain terms shall be in accordance with the By-Laws of the SGA Council.

7.3 ADOPTIONS.

1. A new constitution may be proposed by Article VII, Section 1.
2. By-laws which shall complement this Constitution shall be established by the SGA in accordance with the procedures enumerated within the By-laws.



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- 7.4 STUDENT GOVERNMENT ASSOCIATION APPROVAL. This amended document has been approved by the required two-thirds vote of the 61st Student Government Association through a vote on September 2nd, 2022.



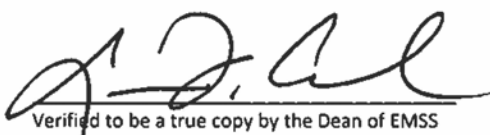
Kyona Rivera
President, 61st SGA

- 7.5 UNIVERSITY APPROVAL. This amended document has been approved.



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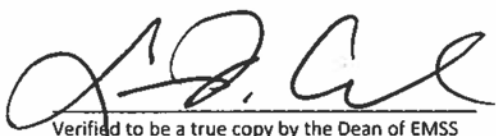
Liza Provide
Chairperson, Board of Regents



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Appendix A

Copies of memorandums for amendments



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