Dear Student Government Members,

As a member of the Student Government Association you will be serving over 30,000 students. Being an elected representative of the University of Texas at San Antonio symbolizes membership and an unparalleled opportunity in the most prestigious organization on campus. As our states, we must responsibly represent our constituents. That prestige means we must hold ourselves to a higher standard. Responsible representation means two things; one, knowing what our constituents are communicating and needing, and two, serving such constituents as powerful advocated for their needs.

First, responsibly representing our constituents means we must know whom we represent and what their needs are; it means knowing how our constituents prioritize those needs. Knowing the impact that concerns have on our students’ lives necessitates focus, purpose, and the ability to be more effective in moving UTSA to Tier One. The voice of SGA and its members serves as a guide to the University, and in our silence, it becomes more difficult for UTSA to identify our concerns. The only way we can bring about change is by convincing others, both inside and outside of UTSA, that our ideas truly represent what the student body wants to see and needs to see.

As a member of Student Government, you have the power to define UTSA’s future. The Roadrunner statue, the expansion of dining hours, turning the Sombrilla fountain back on, the spreading of UTSA’s brand out to the community by delivering flags and pendants, passing 17 resolutions over controversial topics around our state that were sent out to state legislators and senators are a few of the initiatives that were initiated by Student Government. Know that your voice as a representative of the student body will make a difference. Responsible representation means making an impact on campus; all it takes is drive, motivation and determination.

In the coming years your legacy will be serving the students you were elected to represent, the students you build a lasting connection with, and the positive changes you help make an impact at UTSA. I look forward to an excellent 2015-2016 academic school year, and I cannot wait for the opportunity to personally work with all of you. Go Runners!

Sincerely,

Ileana Gonzalez

Student Government Association President
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The University of Texas at San Antonio
Student Government Association 2015-2016

Executive Cabinet
Names are linked to Bios

President            Ileana Gonzalez
Vice-President       Christian Kenney
Treasurer            Jaswanth Kintada
Secretary            Lauren Lopez
Speaker of the Senate TBD
Chief of Staff       Jefferson Schilder

Student Affairs chair Adrian Guajardo & William Trynoski
Business Affairs chair Victoria Vazquez
Academic Affairs chair Ashley Pollock

Student Relations Committee

Social Media         Jared Cruz-Aedo & Karen Chavez
Outreach/Membership  Elizabeth Ayala
Designer             Jordan Lindsey
University Life Awards Larla Halsey & Sidney Montero

Golf Cart Parade     Bethany Garza
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PREAMBLE

We, the students of The University of Texas at San Antonio (UTSA), in recognition of our shared responsibility and partnership with students, the administration, faculty, and staff to fulfill the mission of UTSA, do hereby adopt and establish this Constitution for The University of Texas at San Antonio Student Government Association.
ARTICLE I: General Provisions

Section 1: Name
A. The official name of this organization is The University of Texas at San Antonio Student Government Association, also referred to as the Student Government Association or SGA.

Section 2: Purpose
A. The purpose of SGA is to serve as a voice and advocate for the UTSA student body by:
   1. Promoting student rights and responsibilities.
   2. Promoting cooperation and partnership among the students, student organizations, and the University faculty, staff, and administration.
   3. Promoting the interests of student life.
   5. Reviewing and making recommendations on matters affecting the university community.
   6. Providing for the exchange of information, ideas, and opinions throughout the university community.
   7. Fostering a sense of university community.
   8. Promoting and developing leadership opportunities for students.

Section 3: Nondiscrimination
A. SGA shall not discriminate, and shall discourage discrimination on the basis of ancestry, citizenship, creed, economic background or status, ethnic identity, ethnicity, gender expression, gender identity, intellectual disability, national origin, philosophy, physical disability, race, religion, sex, or sexual orientation. In adhering to this policy, the SGA will not advocate the restriction of any one's freedom of public speech, assembly, expression, or association.

Section 4: Membership
A. The membership of SGA shall include all full-time and part-time students who are currently registered at UTSA.
ARTICLE II: Elections

Section 1: Elections
A. SGA General Elections shall occur for all Executive Officer positions and Senators, excluding Freshman Senators, before spring break; Freshman Senator Elections shall be held before the first week following the fall census date. Election results must be posted in the designated SGA posting place as well as online, ranking delegates in descending order according to the number of votes received, or percentage of votes attained.
B. Successful Executive Officer candidates must receive a majority of the votes cast for each position to be declared the winner. If no candidate receives a majority, the top two candidates will go into a run-off election. Senator candidates receiving a plurality of the vote will be declared the winner.

Section 2: Qualifications
A. Candidates must be currently enrolled students at UTSA.
B. Candidates must have a minimum cumulative GPA requirement, prior to the first day of each semester.
   1. Undergraduate students must have a cumulative UTSA GPA greater than or equal to 2.25.
   2. Graduate students must have a cumulative UTSA GPA greater than or equal to 3.00.
C. Candidates must remain in good standing, as defined in the Student Code of Conduct, with the University.

Section 3: Tenure
A. Elected representatives shall assume office when officially sworn in by taking the SGA Oath of Office, and shall serve until the next election, their resignation, or until any other form of removal from office.

Section 4: Minimum Number of Voters
A. There shall be no constitutional provision requiring a minimum number of voters participating in any general or special election in order to validate the election.
ARTICLE III: The General Assembly

Section 1: Composition
A. The General Assembly shall be comprised of all elected Senators from each college and classification. General Assembly members may not hold any additional other recognized SGA position, with the exception of Committee Chair, and Speaker of the Senate. Each college within the university shall have one (1) Senator per one thousand students. There shall be four (4) Senators for each class division of Freshman, Sophomore, Junior, Senior and Graduate. No categories shall have more than five (5) Senators. The next years representation shall be established through enrollment numbers as calculated on the census day of the fall semester. No Senator shall serve more than a total of four (4) terms as an Undergraduate student or a total of four (4) terms as a Graduate student.

Section 2: Duties and Responsibilities
A. To represent and communicate the opinion and needs of the student body to the administration, faculty, staff, and other appropriate entities.
B. To confirm justices to the SGA Judicial Branch, as appointed by the SGA President.
C. To review, discuss, consider, and take any necessary action through legislation on all issues which concern the campus or students.
D. To serve as an open forum where opinions on matters of concern can be exchanged.
E. Execute all legislation of the General Assembly.
F. To approve the SGA annual budget and any spending which would exceed $250 of the budgeted amount.
G. To serve on at least one SGA Committee.
H. To make opportunities available for their constituents, to share opinions and viewpoints.
I. To attend all meetings of the General Assembly their chosen committee, and mandatory SGA events.
J. To protect, defend, and uphold the SGA Constitution.

Section 3: Powers
A. Enact SGA legislation.
B. To recommend to the student body proposals and programs that will strengthen the University community.
C. To override SGA Presidential vetoes with a two-thirds vote.
ARTICLE IV: Officers

Section 1: Composition
A. The Executive Officers of SGA shall include a President, Vice President, Secretary, Treasurer, and a Speaker of the Senate. Executive Officers, with the exception of the Speaker of the Senate, will be elected through a campus-wide election as outlined in the SGA Constitution and By-Laws. Officers shall serve no more than two (2) terms in any single Officer position. Only the President and Vice President may run on a ticket with one another; no other Officer shall be able to run on a ticket.

Section 2: Officer Duties and Responsibilities
A. To oversee and implement SGA procedure and policies
B. Meet weekly with SGA Advisors.
C. Serve a minimum of two office hours each week to be published on the Student Government Website or in the SGA Office.
D. To report on activities taken by the Officer at all meetings of the General Assembly.

Section 3: Executive Decision
A. An Executive Decision is a directive by the President and are reserved for instances when it is not practical to call a meeting of the General Assembly or when the Constitution is vague and/or does not clearly instruct the President as to the appropriate action. An Executive Decision requires two-thirds approval of the Executive Officers before the Decision can be enacted.
B. The General Assembly will have the authority to overturn an Executive Decision with at least a majority vote.
C. Executive Decision must be announced at the next General Assembly meeting, and sent electronically to all members of SGA including the Advisors.
D. Executive Decisions may not change or alter this Constitution or the associated By-Laws.
E. An Executive Decision cannot be used for any expenditure.

Section 4: The President
A. The President shall serve as Chief Executive Officer of the SGA.
B. The President shall be limited to serving two terms as SGA President.
C. The President shall serve and/or appoint delegates to the University of Texas System Student Advisory Council.
D. The President shall preside over meetings of the Executive Cabinet.
E. The President may ask active members to attend meeting of the Executive Cabinet.
F. The President shall report on SGA activities to the General Assembly.
G. The President may approve or veto all legislation passed by the General Assembly within ten (10) class days. Any bill not signed or vetoed within this time shall be considered approved.
H. The President shall attend meetings of the University Executive Assembly.
I. The President shall fill vacancies in the Judicial Branch with a two-thirds majority General Assembly approval.
J. The President shall have the power to nominate individuals to University committees.
K. The President shall create an agenda for the Executive Cabinet meetings.
L. The President shall have the power to appoint General Assembly Committee Chairs.
M. The President shall have the power to create Programs.
N. The President shall have the power to call special sessions of the General Assembly at a time after 5:30PM local time, and to be held on a regular, weekday class day. Special sessions must be announced three days in advance.
O. The President shall represent SGA in meetings with other student government associations, the university, institutions, media, business firms, agencies of the government, and the general public.
P. The President must provide a State of the SGA address to the General Assembly at least once a semester during any regularly scheduled General Assembly meeting.

Section 5: The Vice President
A. The Vice President shall preside over meetings of the General Assembly, voting only in the event of a tie.
B. The Vice President shall create the agenda for the General Assembly with input from the other Executive Officers.
C. The Vice President shall assume the duties and responsibilities of President in the prolonged absence or incapacity of the President; or, if the office of the president is vacant, until a special election can be held to fill the position.
D. The Vice President shall install all members of SGA.
E. The Vice President may select a Parliamentarian for the General Assembly.
F. The Vice President shall remove anyone from a meeting of the General Assembly who is acting unruly.
G. The Vice President shall represent SGA in meetings with other Student Government associations, the university, institutions, business firms, agencies of the government, and the general public.
H. The Vice President shall serve as an ex-officio member of all SGA Committees.

Section 6: The Treasurer
A. The Treasurer shall ensure funds are spent according to the budget approved by the General Assembly.
B. The Treasurer shall create and be prepared to defend the SGA budget to the Student Services Fee Committee.
C. The Treasurer shall oversee use of any discretionary funds.
D. The Treasurer shall create weekly reports on current and proposed SGA spending, including but not limited to LeaderFund.
E. The Treasurer shall report monthly on the SGA’s current budget to the General Assembly.
F. The Treasurer shall provide a detailed budget report upon request that will include all expenditures, all planned expenditures, all discretionary funds, as of their current status when requested.
G. The Treasurer must present the budget in detail before the General Assembly at the last General Assembly of each fall and spring semester.
H. The Treasurer shall present the budget to the General Assembly as outlined in this Constitution.

Section 7: The Secretary
A. The Secretary shall record minutes of the General Assembly meetings and distribute
them in time for the next meeting of that body.

B. The Secretary shall keep a record of the current general membership and contact list in addition to membership of committees.

C. The Secretary shall furnish General Assembly minutes and reports upon request.

D. The Secretary shall provide a schedule of SGA meeting dates, times, and locations to be published online and in the SGA Office.

E. The Secretary shall have discretion over what constitutes an absence.

Section 8: The Speaker of the Senate
A. The Speaker of the Senate shall act as a liaison between the General Assembly and the Executive Cabinet.

B. The Speaker of the Senate shall assume the duties and responsibilities of the Vice President in their prolonged absence or incapacity; or, if the office of the Vice President is vacant, until a special election can be held to fill the position.

C. The Speaker of the Senate shall serve as an ex-officio member to all committees.

D. The Speaker of the Senate shall direct and guide the work of SGA in studying, formulating, and recommending general policies and procedures to the university.

E. The Speaker of the Senate shall assist Committee Chairs with their respective duties and responsibilities.

Section 9: Line of Succession
A. In this Constitution, an extended absence shall be defined as an absence without contact lasting ten (10) regularly scheduled class days in the fall or spring semester, or an absence without contact lasting twenty (20) regularly scheduled class days in the summer.

1. Contact in this instance shall be considered contact with any of the current Officers and/or the SGA Advisor(s).

2. In the event that a role is assumed from succession, the newly vacant role shall be the role which a special election is held for. The Officer, who assumes a new role, assumes the role until the next General Election has taken place. Only one Officer shall assume a new role through this process per vacated position; the position that the Officer vacates to assume a role of the vacated position shall be considered vacated pursuant to this section, and a special election will be held for that position with the winner remaining in that position until the next General Election.

B. In the prolonged absence of the President, the Vice President will assume the President’s role.

C. If both the Vice President and President are absent for an extended period of time, or their positions are vacant, the Speaker of the Senate will assume the role of the President and the Treasurer will assume the role of the Vice President.

D. If a role cannot be filled according to this process, a Special Election for that position will take place.

E. These roles are assumed until the next General Election.
ARTICLE V: The Executive Cabinet

Section 1: Purpose
A. The Executive Cabinet serves as advisors to the President and is comprised of the Vice President, Treasurer, Secretary, Officers, the Speaker of the Senate, Chief of Staff, Committee Chairs, Programs Directors and the SGA Advisor(s), ex-officio.

Section 2: Meetings
A. The Executive Cabinet may meet in closed session when; discussing personnel issues, discussing individual students, or discussing other activities deemed to be confidential according to the UT System Handbook of Operating Procedures in accordance with applicable federal and state law, and University of Texas System regulations.
ARTICLE VI: Judicial Branch

Section 1: Purpose
A. The Purpose of the Judicial Branch is to interpret this Constitution, associated By-Laws, and any piece of SGA legislation passed through the General Assembly.

Section 2: Composition
A. The Judicial Branch is comprised of five (5) Justices.
B. Justices are appointed by the President and approved by the General Assembly with a two-thirds majority vote.
C. Justices terms expire upon resignation or impeachment.

Section 3: Powers and Responsibilities
A. The Judicial Branch shall meet twice a semester.
B. The Judicial Branch shall provide specific polling locations for SGA General Elections.
C. The Judicial Branch shall oversee SGA General Elections.
D. The Judicial Branch shall facilitate one (1) well structured dialogue and debate between Officers who are running in General Election.
E. The Judicial Branch shall enforce this Constitution and the SGA By-Laws.
F. The Judicial Branch shall oversee the SGA impeachment process.
G. The Judicial Branch shall write an opinion for each decision which they render. The most senior Justice of the winning side of a controversy shall write the opinion, and if they may pass the opinion down in order of seniority to all Justices on the winning side.

Section 4: Addendums to the By-Laws
A. After a Judicial Ruling is made in the instance that this Constitution and associated By-Laws or any other Student Government Association Legislation is in dispute or unclear an Addendum must be added to the By-Laws.
B. Addendums cannot be repealed or overturned by an Amendment to the By-Laws, but may be overturned by a Constitutional Amendment or another Addendum.
C. Addendums will be formatted the same as Amendments to the By-Laws and be placed in their corresponding section along with the name of the current Chief Justice’s name and the date that the Addendum was added.

Section 5: Removal from Office
A. When no longer in good standing with the university.
B. Upon failure to maintain the same GPA standards that candidates have.
C. When they are found in violation of Constitution or By-Laws.
D. All of these conditions are only met as determined by the SGA Advisor(s).

Section 6: Enforcement of Penalties
A. The Judicial Branch shall remove members from office or impose other penalties:
   1. Given a preponderance of evidence for violations of the SGA Constitution and/or By-Laws.
   2. Given evidence of violations of the Student Code of Conduct, as determined by the Office of Judicial Affairs.
3. Given evidence of violations of federal, state, or local law, as dictated by the UTSA Office of Student Conduct and Community Standards.
4. After following the procedures outlined in Section 4 of this article.

Section 7: The Chief Justice
A. The Justices must elect from among themselves a Chief Justice to:
   1. Preside over meetings of the Judicial Branch.
   2. Maintain a written record of all judicial proceedings.
   3. Produce minutes of SGA Judicial proceedings and meetings when asked by either the SGA Officers or the SGA Advisors.
   4. Call meetings of the Justices.
   5. Call any Judicial Hearing authorized by this Constitution and associated By-Laws.
ARTICLE VII: Program Creation

Section 1: Process
A. SGA Programs dedicated to a specific purpose can be created by the President with a majority vote of Executive Officers and are subject to specifications outlined in the SGA Constitution and associated By-Laws.
ARTICLE VIII: Meetings

Section 1: The General Assembly
A. The SGA General Assembly shall meet weekly during the academic year through the first study day of each semester, with the exception of official university breaks. The Vice President, with the consent of the SGA Advisor(s) shall determine time, date, and place.
B. In the absence of the Vice President, the Speaker of the Senate shall preside over the General Assembly meetings.
C. The General Assembly shall provide a forum where any student may speak.
D. Quorum of the General Assembly shall be equal to 50% of currently filled Senate seats plus one (1).

Section 2: Called Meetings of the General Assembly
A. The President may call special meetings by Executive Decision. The meetings must be held at a reasonable time during the academic year and public notice must be posted outside the SGA Office within twenty-four (24) hours of the meeting.

Section 3: Attendance
A. If a member of the assembly fails to attend a combination of three (3) General Assembly meetings, committee meetings, or mandatory SGA events, in any semester, that member shall lose their position in the General Assembly.
B. General Assembly attendance will be taken at the beginning and end of each General Assembly meeting. If a member is not present either time attendance is taken, the member shall receive a half absence; if the member is absence at both times attendance is taken, the member shall receive a full absence.
C. An individual marked absent for any reasons may appeal the absence to the General Assembly and the absence may be removed with a two-thirds vote.

Section 4: Committees
A. The SGA Committees shall meet at least weekly during the academic year through the first study day of each semester, with the exception of official University breaks. The Committee Chair shall determine the time, date, and place.
B. The Committee Chair may call special meetings as necessary. Called meetings of Committees do not count towards attendance.

Section 5: Executive Cabinet Meetings
A. The Executive Cabinet shall meet weekly at a time and place determined by the President.
B. The President may call special meetings as necessary.
C. The President shall convene meetings of the Executive Cabinet.
D. The Vice President, Treasurer, Secretary, Speaker of the Senate, Chief of Staff, and SGA Advisors are encouraged to attend meetings of the Executive Cabinet.
E. The Secretary shall record the minutes of Executive Cabinet meetings and produce them with a two-thirds vote of the SGA Officers.

Section 6: The Judicial Branch
A. Shall meet as necessary as called by the Chief Justice.
ARTICLE IX: Parliamentarian Authority

Section 1: Governing Rules
A. The rules contained in the latest version of Robert’s Rules of Order shall govern the SGA in all cases to which they are applicable unless they are inconsistent with the Constitution and By-Laws of the SGA. This shall be executed by the Parliamentarian and may be appealed only to the Vice President during a General Assembly meeting.
ARTICLE X: Legislation

Section 1: Meetings of the General Assembly
A. The General Assembly shall pass legislation controlling and governing SGA activities.
B. Any Senator or Committee Chair of the General Assembly may present legislation during the General Assembly providing their legislation has been placed on the agenda of that meeting.

Section 2: Recognition
A. The Student Government Association shall recognize the following types of legislation when brought to the floor of a General Assembly meeting: amendments to this Constitution and associated By-Laws, petitions, resolutions, recommendations, and memorandums.
B. Legislation requested as Emergency Legislation may be considered at the meeting where it is presented, and must pass the approval of a two-thirds majority of the General Assembly.
   1. Constitutional and By-Law amendments may not be considered emergency legislation.

Section 3: Amendments to This Constitution
A. Amendments to this Constitution take effect after:
   1. Proposed amendments are considered at no fewer than two (2) meetings of the SGA General Assembly.
   2. A copy of the proposed amendments are distributed with the agenda. They are also provided to the Vice President of Student Affairs and/or his/her designees for feedback.
   3. A three-fourths majority vote of The General Assembly
   4. Amendments must then go to the Student Body for approval following procedures outlined for General Elections.
   5. The approval of the Vice President for Student Affairs.
   6. The approval of the President of UTSA

Section 4: Amendments to the By-Laws
A. Amendments to the associated By-Laws take effect after:
   1. Proposed amendments are considered at no fewer than two (2) meetings of the SGA General Assembly.
   2. A two-thirds majority vote of the General Assembly

Section 5: Petitions
A. A petition is a call to action by the UTSA Student Body.
B. No amendment to this Constitution or associated By-Laws shall be created that will require a minimum number of signatures for a petition to be recognized by the SGA.
C. The General Assembly may adopt a petition with a two-thirds vote.

Section 5: Resolutions
A. A resolution may only be voted on the week after it is presented before the General Assembly.
B. The General Assembly may adopt a resolution with a majority vote.

Section 6: Recommendations
A. The General Assembly may adopt a recommendation with a majority vote.

Section 7: Memorandums
A. The General Assembly may adopt a memorandum with a majority vote.
ARTICLE XI: Voting Eligibility

Section 1: Voting Members
A. Voting members of the SGA General Assembly shall be all Senators and the Vice President, who votes only in the event of a tie.

Section 2: Nonvoting Members
A. Members who have a voice in the General Assembly but do not have a vote include the President, Secretary, Treasurer, Appointments, a Committee Chair who does not hold a Senate position, Program Directors, and the SGA Advisor(s).
B. All students at UTSA, representatives or employees of the university, and members of the public may attend the General Assembly, as non-voting observers. A member of the General Assembly may yield the floor to a nonmember to address the Assembly through an appropriate sponsorship.
ARTICLE XII: General Assembly Committees

Section 1: Purpose
A. General Assembly Committees investigate student concerns and are open to all students. The committee chairs are appointed by the President in consultation with the other Executive Officers. Each committee will prepare a weekly report which will be presented at the General Assembly, summarizing the student body concerns, actions taken, and subsequent results. Each committee, with exception of Downtown Affairs, shall consist of at least eight (8) Senators. Senate committee chairs shall hold no other position in SGA.

Section 2: Committee Chair Qualifications
A. Committee Chairs must be currently enrolled students at UTSA.
B. Committee Chairs must have a minimum cumulative GPA requirement, prior to the first day of each semester. The GPA requirement shall be identical to the GPA requirement for all elected positions.
C. Committee Chairs must remain in good standing, as defined in the Student Code of Conduct, with the University.

Section 3: Powers and Responsibilities
A. Committee Chairs shall assist the President in carrying out their platform.
B. Committee Chairs shall attend all General Assembly meeting, meetings of their committee, and mandatory SGA events.
C. Committee Chairs shall hold weekly committee meetings every week class in session during the fall and spring semesters.
D. Committee Chairs shall protect, defend and uphold the SGA Constitution and By-Laws.
E. Committee Chairs shall facilitate all committee meetings for their assigned area and take attendance.
F. Committee Chairs shall take minutes within their committee that will include the attendance, and e-mail the minutes to the Secretary within a timely fashion.
G. Committee Chairs may appoint a Vice Chair and Secretary of their committee.

Section 4: Accountability
A. If a Committee Chair fails to attend three (3) Committee meetings (unexcused absences) in any semester, that member shall lose their positions.
B. Should a Committee Chairs actions come in to question, the SGA President shall be contacted immediately so the President may be aware of the concern, in addition, the person holding the concern should meet with the Chair to rectify the matter.
C. The Secretary shall ensure that each committee will have a reasonable disbursement of members if the requirements requirement regarding number of Senators per committee cannot be met.

Section 5: The Academic Affairs Committee
A. The Academic Affairs Committee shall research student concerns related to the administrative units of the University, reporting to the Vice President of Academic Affairs.
B. The Academic Affairs Committee shall recommend policy and actions to the Vice
President of Academic Affairs.

C. The Academic Affairs Committee shall make recommendations to the General Assembly on what action should be taken involving Academic Affairs.

D. The Academic Affairs Committee shall coordinate all efforts to address student concerns, with approval from the General Assembly, including town hall meetings and legislation.

E. The Academic Affairs Committee shall prepare a report summarizing the student body concerns, action taken, and subsequent results, for distribution to the University community.

F. The Academic Affairs Committee shall consist of at least eight (8) Senators.

Section 6: The Student Affairs Committee

A. The Student Affairs Committee shall research student concerns related to the administrative units reporting to the Vice President for Student Affairs.

B. The Student Affairs Committee shall recommend policy and actions to the Vice President for Student Affairs.

C. The Student Affairs Committee shall make recommendations to the General Assembly on what action should be taken to address student concerns.

D. The Student Affairs Committee shall coordinate all efforts to address student concerns, with approval from the General Assembly, including town hall meetings and legislation.

E. The Student Affairs Committee shall prepare a report summarizing the student concern, action taken, and subsequent results, for distribution to the University community.

F. The Student Affairs Committee shall consist of at least eight (8) Senators.

Section 7: The Business Affairs Committee

A. The Business Affairs Committee shall research student concerns related to the administrative units reporting to the Vice President for Business Affairs.

B. The Business Affairs Committee shall recommend policy and actions to the Vice President for Business Affairs.

C. The Business Affairs Committee make recommendations to General Assembly on what action should be taken to address student concerns.

D. The Business Affairs Committee shall coordinate all efforts to address student concerns, with approval from the General Assembly, including town hall meetings and legislation.

E. The Business Affairs Committee shall prepare a report summarizing the student concern, action taken, and subsequent results, for distribution to the University community.

F. The Business Affairs Committee shall consist of at least eight (8) Senators.

Section 8: The Downtown Affairs Committee

A. The Downtown Affairs Committee shall be inactive unless requested by a majority vote of the General Assembly; the President must appoint a Committee Chair at the same meeting that the Committee is created; the Committee Chair must be approved with a majority vote of the General Assembly at the same meeting.

B. The Downtown Affairs Committee shall have the same operations as the Academic Affairs Committee, the Student Affairs Committee, and the Business Affairs
Committee of this Article applied to the committee; the requirement regarding number of Senators shall not apply to this committee.

C. The Downtown Affairs Committee shall consist of at least three (3) Senators.

Section 9: The Internal Affairs Committee
A. The Internal Affairs Committee shall be inactive unless requested by a majority vote of the General Assembly; the President must appoint a Committee Chair at the same meeting that the Committee is created; the Committee Chair must be approved with a majority vote of the General Assembly at the same meeting.

B. The Internal Affairs Committee shall have the same operations as the Academic Affairs Committee, the Student Affairs Committee, and the Business Affairs Committee of this Article applied to the committee; the requirement regarding number of Senators shall not apply to this committee.

C. The Internal Affairs Committee Shall consist of at least three (3) Senators.

Section 10: Ad Hoc Committees
A. Ad Hoc Committees shall consist of at least three (3) Senators.

B. Ad Hoc Committees shall be created with a majority vote of the General Assembly to focus on a specific topic; the President must appoint a Committee Chair at the same meeting that the Committee is created; the Committee Chair must be approved with a majority vote of the General Assembly at the same meeting.
ARTICLE XIII: Finances

Section 1: Disbursement of Budgeted Expenditures
A. Budgeted expenditures shall be disbursed with the approval of the SGA Treasurer and the Advisor(s).

Section 2: Disbursement of Unbudgeted Expenditures
A. Unbudgeted expenditures in excess of $250 shall be disbursed with a majority vote of the General Assembly, approval of the SGA Treasurer, and approval of a SGA Advisor.
B. Unbudgeted expenditures that amount to less than $250 shall require either a majority vote of the General Assembly or the approval of the SGA Treasurer, in addition to one (1) SGA Advisor to be approved. The sum of these expenditures cannot be used for the purchase of a single item in excess of $250. The sum of these expenditures exceeding $250 cannot be used for the purchase a multiple of the same item unless the General Assembly approves the purchase(s) with a two-thirds vote.
C. The General Assembly can propose up to $250 in unbudgeted expenditures to be voted upon at the next meeting of the General Assembly; these expenditures may be approved with a majority vote. Approval for these expenditures shall be the same as Section 2, B of this Article.

Section 3: Approval of the Budget
A. The annual budget shall be organized into distinct expense categories and be presented by the second General Assembly meeting of the fall semester.
B. The annual budget shall not be presented to the General Assembly without a verbal explanation and justification for each expense category.
C. The annual budget shall not be presented to the General Assembly without a verbal explanation and justification of the proposed expenditures included in each expense category in addition to their estimate costs.
ARTICLE XIV: Executive Officer Stipends

Section 1: Disbursement
A. Executive Officers of SGA are paid a stipend based on their completing the requirements of their positions. The amount of the stipends and how the stipend will be disbursed is outlined in the By-Laws.
ARTICLE XV: Disbursement of Organizational Assets

Section 1: Disbursement
A. Upon the dissolution of SGA, organizational assets will be placed in trust with the Vice President for Student Affairs. These assets will be disbursed to the next UTSA Student Government body that is recognized by the University of Texas Board of Regents.
ARTICLE XVI: Faculty and Staff Advisors

Section 1: Selection
A. Advisor(s) openings shall be filled with input from current and incoming SGA Officers through processes outlined by the University.

Section 2: Powers and Responsibilities
A. Advisors shall maintain records required by the federal and state government, the University of Texas System Board of Regents, and UTSA administration.
B. Advisors shall maintain the most recent version of the SGA Constitution and associated By-Laws.
C. Advisors shall maintain a record of all Legislation passed by the Senate and approved by the SGA President.
D. Advisors shall be involved in all aspects of SGA.
E. Advisors shall provide advice and opinions on issues facing student government.
F. Advisors shall clarify student government’s position to faculty, staff, and administration as necessary.
G. Advisors shall assist in planning events for SGA.
H. Advisors shall refrain from overriding the SGA, its actions, and/or its members, with the exceptions of possible violations of University Policy, as well as violations of local, state, and/or federal laws, or in instances of severe liability exposure to the organization and University.
I. Advisors shall verify expenditures of the SGA and manage its account.
J. Advisors shall meet weekly with SGA Officers.
K. Advisors shall verify the GPA of recognized SGA positions during election periods.
L. Advisors shall aid in the continuity of the organization by attending SGA meetings and by being available for advice and consultation.
M. Advisors shall inform the SGA President and/or the General Assembly when the SGA may be taking an action that could violate applicable laws and/or policies.
N. Advisors shall be appointed by the Vice President for Student Affairs.
ARTICLE XVII: Removal from Office

Section 1: Reasons for Removal
A. Any member of SGA, excluding appointments, who holds a position, may be removed from office in accordance with the process and procedures outlined in the SGA Constitution and By-Laws.
B. A letter must be provided to an SGA Advisor outlining the specific accusations. Once this has occurred, the SGA Advisor, through the Chief Justice will notify all individual(s) involved within five (5) class days of a scheduled hearing in front of the Judicial Branch.
C. Causes for removal from office include:
   1. Neglect of duties.
   2. Breach of the SGA Constitution and/or By-Laws.

Section 2: Process
A. An individual may be removed from office/position providing there has been:
   1. Documentation of a meeting with the individual(s) involved.
   2. Documentation of a meeting with the individual(s) with the Advisor present.
   3. An opportunity for the individual(s) to resign.
B. Any student shall have the right to initiate (using steps outlined under Article XXV) Judicial Branch proceedings to remove any Senator, Officer (appointed or elected), or Justice if they fail to meet the duties as prescribed in this Constitution and the By-Laws, providing the steps outlined in this Constitution (Article XV, Section A) have been fulfilled.
C. The hearing shall be called to order and shall proceed in the following manner:
   1. The Chief Justice shall read the charges against the accused individual, explain the rights of the parties and entertain questions from either party concerning the procedures to be followed;
   2. The accuser shall proceed to present evidence and witnesses in support of the accusations;
   3. The accused individual shall present evidence and witnesses in support of his/her defense to the accusations;
   4. Each party may then present rebuttal evidence;
   5. Argument may then be presented by each party; and the Judicial Branch will then decide the course of action to follow which could be any of the following:
      i. Dismissal of the charge.
      ii. Remove from office.
      iii. Censure the individual and allow him/her to remain in office.
   6. An accused individual who fails to appear in person at his or her hearing shall remain accountable. The hearing will be held without the accused individual’s presence, and a decision will be rendered.
D. All Judicial Branch actions under this article require a majority vote of the branch. The removal of Officers requires a two-thirds vote of the General Assembly.
ARTICLE XVIII: Initiative and Referendum

Section 1: Initiative
A. Members of the Student Body shall have the right of statutory initiative.
B. An initiative shall be defined as original legislation proposed by any member of the Student Body.

Section 2: Initiative Initiation
A. Should a member or members of the Student Body wish to propose legislation for a vote of approval by the entire Student Body, they shall notify the SGA President in writing and thereafter be given thirty days to petition the Student Body to bring said initiative to a vote.
B. Should the number of signatures collected from among the Student Body, by the petitioner(s) within the prescribed time limit, be equal to at least three percent (3%) of the registered students at UTSA, and verified, said initiative shall then be brought to the student body following procedures outlined for General Elections and providing at least a fourteen (14) calendar day notification. The election must occur within thirty (30) calendar days of the verification.
C. A majority of the total ballots cast by the Student Body shall be necessary for approval of the initiative.

Section 3: Referendum
A. Members of the Student Body shall have the right of referendum.
B. A referendum shall be defined as a vote by the Student Body, upon any matter passed through by the Student Government Association.
C. Matters related to student fees do not require petition and automatically go before the Student Body for a vote, following procedures outlined for general elections.
D. The General Assembly may also refer a vote on legislation to the students. Bringing legislation before the students shall require a majority vote of the General Assembly. The legislation must be voted on by the students within the next thirty (30) class days. The results must be displayed outside of the SGA Office within five (5) days of being known by the SGA Advisor(s) and/or the SGA Officers.

Section 4: Referendum Initiation
A. Should a member or members of the Student Body wish to subject a proposition to a vote of approval by the entire Student body, they shall: notify the President in writing within two (2) weeks of a Student Government Association vote of said proposition, and thereafter be given thirty (30) days to petition the Student Body to bring said proposition to a referendum.
B. Should the number of signatures collected from among the Student Body, by the petitioner(s) within the prescribed time limit, be equal to at least two percent (2%) of the registered students at UTSA, and verified, said initiative shall then be brought to the student body following procedures outlined for General Elections and providing at least a fourteen (14) calendar day notification. The election must occur within thirty (30) calendar days of the verification.
C. Should the petition fail to meet the requirements necessary to enact a referendum, the original decision of the Student Government Association shall stand as binding.
D. A majority of the total ballots cast by the Student Body in the referendum election shall be necessary for approval of the referendum.

Section 5: Results
A. The results of the initiative or referendum must be displayed outside of the SGA Office within five (5) class days of being known by the SGA Advisor(s) and/or the Officers.
ARTICLE XVIV: Summer Sessions

Section 1: Definition
A. The summer sessions of the University of Texas at San Antonio are not considered regular session for the General Assembly. Student Government business during the summer sessions shall occur by Executive Decision and will be reported at the first meeting of the General Assembly in the fall.
ARTICLE XX: By-Laws

Section 1: Establishment
A. The SGA will establish By-Laws as necessary. Upon their ratification, they become a part of this Constitution. The By-Laws serve as an addendum to this Constitution.
ARTICLE XXI: Ratification

The Constitution shall be considered ratified upon approval of the SGA General Assembly, the UTSA Student Body, the Vice President of Student Affairs, the UTSA President, and the Executive Vice Chancellor of the UT System.

Following the ratification, the election process outlined will begin in the Spring 2015 elections. This Constitution and associated By-Laws render all previous SGA Constitutions and By-Laws null and void.

This Constitution and By-Laws were ratified on March 4, 2015.
The University of Texas at San Antonio
Student Government Association
By-Laws
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By-Law I: Elections

Section 1: Executive Officer Elections
A. Executive Officers will be elected through a campus-wide election following procedures outlined in the SGA Election Code, with the exception of the Speaker of the Senate.
B. The candidate who receives the majority of the votes cast for each position will be declared the winner. If no candidate receives a majority, the two candidates with the highest votes will be placed in a run-off election.
C. The Judicial Commission will be responsible for coordinating the election.

Section 2: Senator Elections
A. The Judicial Commission will be responsible for coordinating the election.
B. Senators shall be elected by their respective constituencies.
C. The candidate(s) who receives a plurality of the votes cast for each position will be declared the winner.
D. A General Spring Election shall be held for all Senator positions, except for those in the Freshman Class.
E. A General Fall Election shall be held to fill the Freshman Class Senator positions and any vacancies.
F. In the event there are vacancies after the Fall Elections, these seats will be filled following a process similar to the Speaker of the Senate elections outlined below, as long as the vacancies have been announced for at least two weeks.
G. Any other polling stations on campus set up by independent organizations cannot be staffed with current SGA members unless approved by the Judicial Branch

Section 3: In House Elections
A. In House elections shall occur when a student files for any vacant Senator position.
B. The student election shall occur no sooner than seven (7) days after a student files for the Senator position and must be announced at an officer meeting during the week of the election before the election occurs.
C. A majority vote of the General Assembly shall be required to elect a Senator In House.

Section 4: Speaker of the Senate Elections
A. Elections shall be held during a regularly scheduled General Assembly meeting.
B. Any Senator is eligible to be a candidate.
C. The following steps and rules shall be enforced for all Speaker of the Senate elections.
   1. A written candidate statement for the office must be made in advance to the SGA Vice President. A candidate must either be present at their elections or have notified the SGA Vice President of their expected absence at least one week in advance of said election in order to be eligible to run.
   2. Each candidate will be invited to address the General Assembly, in a speech limited to three (3) minutes, in order by random drawing. If the candidate is absent, he/she may designate someone to speak on their behalf.
   3. Following each presentation, the members of the General Assembly may ask questions of the candidate. A time limit of ten (10) minutes is set by the SGA Vice President (or designee), with an option to extend.
4. After all candidates have made presentations; general discussion of the candidates will begin.

5. A majority vote is necessary for election.
   i. If no candidates receive a majority, a run-off will be held immediately among the top-two candidates, whereby a simple majority is all that will be needed to win the office.
   ii. If no confidence receives a majority, the General Assembly may resume debate, vote again, or leave the office vacant until another candidate can be identified.
   iii. If the vote ends in a tie, the Vice President shall cast a vote.

Section 5: Times for Elections
A. Executive Officer Elections shall be held in the spring, prior to the SGA Banquet.
B. Senator Elections for all positions will be held in the spring along with Executive Officer elections. Freshman Senator Elections and elections for any vacant seats will be held in the fall by the end of the fifteenth day of class.
C. Speaker of the Senate elections will be held within two (2) weeks following the Spring Banquet.
D. The General Assembly Committee Chairs and Program Directors will be appointed in the spring following elections. Vacancy appointments will occur whenever a vacancy arises.

Section 6: Amendments to this By-Law
A. No amendments to this By-Law may be passed less than two (2) weeks prior to, or during any scheduled elections.
By-Law II: Election Code

Section 1: Election Responsibility
A. The Judicial Branch shall create, interpret, execute, and enforce all election rules provided in the Student Government Constitution and this Code in a manner consistent with University policy unless an Election Commission is established by the President and approved by the General Assembly with a two-thirds vote.

Section 2: Election Supervision
A. The Judicial Branch shall supervise the operation of all polling places on days of elections. The Judicial Branch will have the ability to recruit and deputize individuals to run polling stations and serve as polling site assistants in order to reach more students and to increase voter turn-out.

Section 3: Candidate Debates
A. The Judicial Branch, or their designees, shall organize and coordinate one candidate debate between the prospective Presidents, Vice Presidents and any other elected Executive Officers as they deem fit. The debate will take place after the candidate seminar and filing deadline, but before the election polls open.

Section 4: Election Timetable and Procedures
A. The Judicial Branch shall advertise an official list of all polling location at least seven (7) days prior to a General or Special Election, or the week of a Runoff Election.
B. The polls shall be open for at least 48 hours.
C. Poll hours for any runoff election shall be the same as regular elections.
D. Election officials may neither campaign nor in any way express their opinion while operating the polls. A candidate or any of their campaign volunteers/workers may not serve as an election official during the election for which the candidate is on the ballot, or for any associated runoff election.
E. Each student may cast one (1) vote for each of the Executive Officer positions, one (1) vote for each available seat for their respective college in the General Assembly, and one (1) vote for each available class seat in the General Assembly.
F. Candidate information on the ballot shall include the candidate’s name, position sought, and other information pertinent to voting procedure. Candidates may be allowed to provide certain information on a Candidate Statement that can be added to the ballot question. Candidates may provide a photo for the candidate statement.
G. The Judicial Branch shall utilize a software program for tabulating votes. The Judicial Branch will review and certify the election results. No candidate for any SGA office or position shall participate in vote certification.

Section 5: Remedies and Sanctions
A. All campaign materials should be removed within twenty-four (24) hours after the election results are posted. A candidate involved in a runoff or recall election may leave the campaign material posted, but should remove it within 24 hours after the runoff or recall election results are posted. Failure to do so will result in a nonmonetary action as deemed appropriate by the Justices.
B. The Judicial Branch will determine appropriate remedies and sanctions for violations of the election code. Actions of the judicial branch in the process of reconciling violations of this by-law are final. The judicial branch may make but is not limited to the following actions:

1. Disqualification of a Candidate; should the Judicial Branch determine that a violation is egregious and not able to be fairly remedied in any other way, a candidate can be disqualified. Disqualification should only be used when there is unanimous consent with all justices.

2. Subtraction of a certain number or certain percentage of votes; the Branch may determine that a certain percentage or certain number of votes be subtracted from the overall total of votes received. The subtraction of votes should attempt to reflect the votes that were potentially impacted.

3. Restrictions; the Judicial Branch can place restriction on candidates including but not limited to advertising, campaigning, or participation in election events such as a debate, or future elections. Restrictions from running in future elections should only be used when there is unanimous consent for all justices. The timeline of restriction shall last no longer than one academic year.

4. Other remedies as needed; the Judicial Branch may determine additional remedies and sanctions with the exception of monetary fines.

Section 6: Candidate Rights and Duties

A. All candidates must adhere to the qualifications set forth in the Student Government Association Constitution, this Code, University policies, and all statutes enforceable by the Judicial Branch.

B. The Judicial Branch shall set and advertise the dates for filing along with a list of the contestable positions at least five (5) days prior to the opening of the filing period. The filing deadline shall be no later than 12:00 PM, three (3) business weeks prior to the first day of the election. All candidates seeking to run for office in the Student Government Association must file the appropriate documents, as outlined in this Code, no later than the filing deadline. In the event that no one files for an office, the Judicial Branch may extend the filing deadline for that particular office.

C. Candidates and their campaign staff are subject to governance by this Code both before and after they have filed for candidacy.

D. The appropriate documents that all candidates seeking to run for office in the Student Government Association must file are:

1. A typed statement announcing the intention of the candidate to run for a particular office.

2. An election filing form signed by the candidate, which gives permission to the Judicial Branch to verify the requirements for the appropriate office, in accordance with the Student Government Association Constitution and By-Laws.

3. Candidates may file to run for only one (1) elected Student Government Association office per election cycle.

4. At the time of filing, candidates shall be informed of the Candidate Seminar and the advantages of attending.

5. At the time of filing, upon request of the Secretary or Justices, candidates shall be provided one (1) free copy of this code, the SGA Constitution and the By-Laws.
Section 7: The Candidate Seminar
A. A Candidate Seminar shall be held at least two weeks prior to the election. The exact time and place of the seminar shall be set by the Judicial Branch and shall be announced on RowdyLink and/or any other means as determined as appropriate.
B. The Judicial Branch shall set the agenda for the Candidate Seminar. The agenda must include ballot positions, explanations of this Code, candidate photographs, and answering of candidate questions. Candidates should make every effort to attend the Candidate Seminar. If for some reason a candidate can’t attend the seminar, he/she may send an authorized agent, but should notify the Judicial Branch in advance.
C. Failure to attend this seminar shall not be an acceptable excuse for violating this Code.
D. Ballot positions for all candidates shall be randomized according to the software that is used for elections. If the election is conducted by using paper ballots, either the Justices or an Election Commission will randomize the ballots.
E. The Judicial Branch will certify each candidate’s eligibility before the Candidate Seminar. Candidates who fail to meet eligibility requirements will be disqualified immediately and notified of this action and sent an e-mail of note with return-receipt requested.
F. No distribution of unsolicited campaign material, including but not limited to literature, flyers, email, or social media will be allowed prior to 12:01 AM on the day following the Candidate Seminar. This prohibition includes posting of banners or posters. Candidates are not prohibited from organizing their campaign.

Section 8: Campaign Provisions and Procedures
A. All posted campaign materials must be stamped and placed on file by Student Activities, with the stamp “Approved for Posting.” The Judicial Branch and/or Student Activities Staff reserve the right to remove unauthorized or improperly posted items.
B. No candidate, or their agents or volunteers/workers, shall make use of any University mails (including email and Blackboard) for campaign purposes. Please note that University e-mails are those with an .edu extension or any e-mail that is controlled by any office or department at UTSA.
C. On election days, no campaigning shall be permitted within twenty-five (25) feet of the SGA Office.
D. No campaigning or distribution of campaign materials shall be permitted in classrooms while class is in session.
E. Candidates and their agents may not claim the endorsement of any student organization unless the highest-ranking Officer of that organization signs an endorsement form. All endorsements must be filed in Student Activities.

Section 9: Appeals
A. Any individual wishing to challenge election results must submit a written appeal to the Judicial Branch within twenty-four (24) hours after the election results are posted.
B. The appeal must:
   1. Describe the nature of the alleged infraction(s);
2. Describe how the alleged infraction(s) may have adversely affected the outcome of the election;
3. If known, provide the date, time and location of the alleged infraction(s)
4. Include signed witnesses’ statements, complete with the last four digits of the student Banner ID number, describing the allegations and the infractions.

C. The Judicial Branch will investigate the alleged infraction(s) and provide a written response containing the findings of the investigation within two (2) weeks.

D. The decision of the Judicial Branch may be appealed in writing to the General Assembly within fourteen (14) class days of the written response being delivered to the appellant.

E. The General Assembly will review the documentation and findings related to the investigation of the alleged infraction(s) and will provide a written decision within two (2) weeks of the appeal.

F. The results of the election will remain in effect throughout the appeals process.
By-Law III: Vacancies

Section 1: Vacancies
A. Individuals wishing to vacate their positions shall give notice in the form of a letter of resignation to the SGA Secretary. The letter of resignation shall include the effective date of resignation. Upon receiving the letter of resignation, the President shall notify the General Assembly at the next General Assembly after the receipt of the letter.
B. Individuals not meeting the eligibility criteria set forth in the Constitution and By-Laws shall immediately tender their resignation, effective immediately.
C. If the individual is an Executive Officer, a special election shall be held within two (2) weeks after the General Assembly is notified of a resignation.
D. Special Elections can be called for Executive Officer Elections only. Any other elections, other than In House, must take place with the regularly scheduled SGA fall or spring Elections or end of the present semester; whichever comes first.
By-Law IV: LeaderFund

Section 1: Purpose
A. LeaderFund is a system set up by UTSA to reimburse organizations for improving the quality of campus life.
B. LeaderFund is dispersed by SGA.

Section 2: Budget
A. LeaderFund’s budget is separate from SGA’s operating budget.

Section 3: Approval
A. LeaderFund is approved by the Treasurer with input from Officers and Advisors.

Section 4: Process
A. A LeaderFund application is submitted by a student organization registered at UTSA to the Treasurer.
B. The application is then reviewed at the next meeting of the Executive Board and is approved or denied.
C. A status update on approved or denied LeaderFunds must be given at the next General Assembly meeting after they are approved or denied. LeaderFund updates must also be given at General Assembly meetings if the application process takes longer than one (1) week.
D. The Treasurer must follow up with the organization to ensure that any allocated funds are received by the organization.

Section 5: Resubmission
A. In the event of an incomplete or insufficient submission, the application process shall start over again.
B. These resubmissions must be immediately reviewed by the Treasurer.
By-Law V: Programs

Section 1: Appointment
A. SGA Programs and Program Directors are appointed by the President. Program Directors may not serve as Executive Officers, Standing Committee Chairs or Senators. Program Directors have a voice, but do not have a vote in the General Assembly.

Section 2: Qualification for Program Directors
A. Program Directors must be currently enrolled students at UTSA.
B. Program Directors must have a minimum cumulative GPA Requirement, prior to the first day of each semester.
   1. Undergraduate must have a 2.00 GPA
   2. Graduate Students must have a 3.0 GPA
C. Program Directors must remain in good standing, as defined in the Student Code of Conduct, with the University.

Section 3: Duties
A. Program Directors shall:
   1. Assist the President in carrying out their platform.
   2. Attend General Assembly meetings.
   3. Attend mandatory SGA events determined by the President.
   4. Must provide a report to the President when requested.
   5. Protect, defend and uphold the SGA constitution.
   6. Make opportunities available for General Assembly members to share opinions and viewpoints.
   7. Represent SGA or the SGA President on University Committees as appointed.
   8. Have the ability to author legislation
   9. Have the ability to serve as a chair of an ad-hoc committee.

Section 4: Accountability
A. Should a Program Director’s actions come in to question, the SGA President shall be contacted immediately so the President may be aware of the concern, in addition, the person holding the concern should meet with the Director to rectify the matter.
B. The President shall have the ability to remove a Program Director if they fail to fulfill their assigned duties or the expectations of being a member of SGA.
C. Program Directors shall have the same absence policy as Senators.

Section 5: Vacancies
A. If a Program Director's position is not filled then the President can either find a replacement or reallocate the assigned duties to other positions as necessary.

Section 6: Chief of Staff
A. Protect, Defend and Uphold the SGA Constitution and By-Laws.
B. Appointed by President with input from other Executive Officers
C. Manage internal day-to-day operations of the SGA
D. Facilitate communications between Committee Chairs, Directors, and appointed SGA
Representatives.
E. Keep a record of SGA Activities.
F. Meet Weekly with the SGA Advisor(s).
G. Other duties include but are not limited to scheduling meetings on behalf President and Vice President, scheduling and conducting interviews for appointed positions, appointing event directors and any other duties assigned by the President and Vice President.
H. The Chief of Staff may be classified as an Executive Officer with a two-thirds vote of the General Assembly.

Section 7: Public Relations Director
A. Gathers information on SGA events and activities to publicize via necessary channels.
B. Develops methods to inform the student body on SGA process and how to voice concerns.
C. Improves and maintains SGA’s image around campus.
D. Decorates and maintains SGA bulletin boards.
E. Develops a plan to be approved by the SGA President and implemented by the Director to advance SGA awareness.

Section 8: Legislative Affairs Director
A. Develop and lead Voter Registration campaigns and outreach
B. Invite local multi-partisan candidates to come speak at SGA events.
C. Develop and lead any other events that are deemed necessary.
D. When the Texas Legislature is in Session:
   1. Develop a calendar of all events during the summer that SGA will be involved with.
   2. Serve as main liaison between student body and Legislature.
   3. Work with External Affairs for advocating UTSA’s interests.

Section 9: University Life Awards/Recognitions Director
A. Chooses theme and makes arrangements for decorations and entertainment.
B. Makes room reservations and catering arrangements
C. Adequately publicizes the nomination process and procedures.
D. Chooses the ULA Selection Committee.
E. Coordinates all planning and evaluation of the event.

Section 10: Website Director
D. Responsible for maintaining SGA website and email accounts.
E. Responsible for maintaining SGA’s Rowdylink page.
F. Responsible for coordinate with Marketing and Public Relations in order to integrate social networks within the website.
By-Law VI: Oath of Office

Section 1: The Oath of Office
A. Candidates elected to any position in the Student Government Association shall take the following Oath of Office:
   1. I, (State Your Full Name), / knowing the duties of my office / as set forth in the Constitution / of the Student Government Association / of the University of Texas at San Antonio, / do hereby swear / to execute faithfully / the duties of my office. / To the best of my ability, / I will responsibly represent my constituents, / remembering that / with the privileges of my position / comes responsibility. I will embody teamwork / and work in concert with my fellow SGA members. / I will protect and defend / the Constitution / of the Student Government Association / of the University of Texas at San Antonio.
By-Law VII: Accountability

Section 1: General Assembly
A. An absence is considered unexcused if/when a Senator or Officer fails to advise the Secretary that they will not be attending a regularly scheduled General Assembly meeting. The Secretary must be contacted at least one (1) day prior to the meeting by phone or email.

B. Section 2: Committees
A. An absence is considered unexcused if/when a Senator fails to advise the Committee Chair that they will not be attending a regularly scheduled Committee meeting. The Chair must be contacted at least one (1) hour prior to the meeting by phone or email.

Section 4: Retreats and Training Sessions
A. All elected and appointed members of SGA shall be required to attend the Fall Leadership Conference and Retreat, the Spring Retreat, Officer Training Sessions, University Life Awards, SGA Banquet.

Section 5: Event Commitment
A. If an elected or appointed member fails to attend an event that they have committed to they will take an unexcused or excused absence as determined by the Secretary.

Section 6: Excused Absences
A. All elected and appointed members of SGA shall be limited to six (6) excused absences per semester. If a member of the assembly fails to attend six (6) mandatory meetings (excused absences) in any semester, that member shall lose their position in the General Assembly.
By-Law VIII: Meeting Notices and Agenda Posting Locations

Section 1: Official Posting Location
A. The official posting locations for meeting notices and agendas will be the SGA bulletin board in the University Center, the official SGA website, and the Durango Building Student Activities Center on the Downtown Campus.
By-Law IX: Executive Officer Stipends

Section 1: Stipend Amounts
A. The Executive Officers of SGA are paid a stipend based on their fulfillment of their elected duties and completion of regular office hours. The minimum amount allotted for each Officer is:
   1. President $1500.00 per semester
   2. Vice President $1250.00 per semester
   3. Treasurer $500.00 per semester
   4. Secretary $500.00 per semester
   5. Speaker of the Senate $500.00 per semester

Section 2: Stipend Disbursement
A. Stipends will be determined annually in accordance with university and organization budget, but the total budget for stipends should not exceed twenty five percent (25%) of the Student Government Budget. Each Officer is required to maintain a minimum number of hours per week in the SGA office. Recorded office hours will be used to submit payment requests via the UTSA payroll system. All Officers must serve two (2) office hours per week.
By-Law X: Procedure for Approving the Minutes

Section 1: Procedural Guidelines
A. After the General Assembly approves the minutes from previous meetings, a single hard copy is to be produced. This hard copy is to have signature spaces, and be signed by at least three Student Government officials. Two of these officials are the Secretary and the Speaker of the Senate.
B. In order to sign the approved minutes the official would have to been present during the vote, with the exception of the Secretary whose signature only represents their word that the minutes are accurate to the best of their ability.
C. Substitutions: The Speaker of the Senate’s signature can be replaced by another Senator who was present during the vote. If there is a dispute as to who is to sign, the candidate will be determined by a simple majority of the Senate.
D. After being signed the document shall be scanned and uploaded to the SGA website in PDF (or another non-editable form) upon the request of a majority of the General Assembly. In addition, the hardcopy of the minutes shall be placed in an appropriate binder within the SGA office and cataloged so that anyone at any time can readily access official minutes.
E. The minutes must be signed at least three (3) days after the meeting which they were approved.
By-Law XI: Procedure for Defining the Authorization of Legislation

Section 1: Authority of Legislation
A. When in the process of formally submitting legislation or an Executive Decision, the legislation or order must state within the text in what Constitutional Article(s) and/or By-Law(s) it received the authority for its course of action.
B. Such statement will be required on all Executive Decisions and on all legislation excluding Constitutional or By-Law Amendments.
C. Disputes over constitutional interpretation(s) and its applied authorization(s) of power shall be submitted to the Judicial Branch for a proper ruling.
By-Law XIII: San Antonio Higher Education Representatives Association

Section 1: Purpose
A. The Student Body President of the University of Texas at San Antonio shall be required to attend all meetings of the San Antonio Higher Education Representatives Association (SAHERA).
B. If the President cannot attend, they may send a representative in their place with the already assigned delegate.
C. The President must give a report at the next General Assembly after each SAHERA meeting that summarizes the meeting.
By-Law XIX: Limitations of Legislation

Section 1: Period of Legislation
A. Items identified as Legislation in the Constitution and By-Laws shall be binding until amended or rescinded.
## People to Know at UTSA 201

### President of UTSA

Dr. Ricardo Romo, has served UTSA for 15 years as President

### UTSA Vice Presidents

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provost and Vice President for Academic Affair</td>
<td>Dr. John Frederick</td>
</tr>
<tr>
<td>Vice President for Business Affairs</td>
<td>Katherine Funk-Baxter</td>
</tr>
<tr>
<td>Vice President for Community Services</td>
<td>Dr. Jude Valdez</td>
</tr>
<tr>
<td>Vice President for Research</td>
<td>Dr. Mauli Agrawal</td>
</tr>
<tr>
<td>Vice President for Student Affairs</td>
<td>Sam Gonzales</td>
</tr>
<tr>
<td>Vice President for University Advancement</td>
<td>Marjie French</td>
</tr>
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</table>

### Student Affairs Division

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intercollegiate Athletics</td>
<td>Lynn Hickey, Associate VP &amp; Director</td>
</tr>
<tr>
<td>Student Ombudsperson</td>
<td>Carol Gonzalez</td>
</tr>
<tr>
<td>Student Life</td>
<td>Kevin Price, Associate VP &amp; Dean of Student</td>
</tr>
<tr>
<td>Head Football Coach</td>
<td>Larry Coker</td>
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### Academic Affairs Division

<table>
<thead>
<tr>
<th>Position</th>
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<tbody>
<tr>
<td>Dean of Library</td>
<td>Dr. Krisellen Maloney</td>
</tr>
<tr>
<td>Vice Provost and Dean of Graduate School</td>
<td>Dorothy Flannagan</td>
</tr>
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### Business Affairs Division

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate VP for Administration</td>
<td>Pamela Bacon</td>
</tr>
<tr>
<td>Associate VP for Facilities</td>
<td>Dave Riker</td>
</tr>
<tr>
<td>Chief of Police</td>
<td>Steve Barrera</td>
</tr>
</tbody>
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### Acronyms

<table>
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<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>GRIP</td>
<td>Graduation Rate Improvement Plan</td>
</tr>
<tr>
<td>UTSSAC</td>
<td>University of Texas System Student Advisory Council</td>
</tr>
<tr>
<td>SAHERA</td>
<td>San Antonio Higher Education Representative Assembly</td>
</tr>
</tbody>
</table>
THE 39TH GENERAL ASSEMBLY

4th SESSION

GA 101

NAME

This Resolution Shall Henceforth Be Known As the “Insert Name Here”

PURPOSE

Insert Purpose Here

1 Whereas:

2 Therefore be it resolved

3 Be it further resolved:

Ileana Gonzalez- SGA President
As a Senator in Student Government Association, you will be expected to do certain things, which will be listed below.

1. You will be expected to attend the meetings of the General Assembly, which are on Thursdays at 5:30 PM in the HUC Harris Room, HUC 2.212.
2. You will be expected to join and attend at least one of the standing committees.
   a. You will need to notify the Student Body Secretary, Lauren Lopez, of which committee you would like to join. Attendance will be taken by the committee chair and will be reported back to Lauren.
      i. Lauren’s Email Address is Lauren.LopezSGA@gmail.com
   b. The standing committees are as follows:
      i. Academic Affairs Committee
         1. Chair: Ashley Pollock
            a. Email: Ashley.PollockSGA@gmail.com
         2. Meeting Times and Locations to be determined
      ii. Business Affairs Committee
         1. Chair: Victoria Vazquez
            a. Email: Victoria.VazquezSGA@gmail.com
         2. Meeting Times and Locations to be determined
      iii. Student Affairs Committee
         1. Co-Chairs: Adrian Guajardo and William Trynoski
            a. Email Addresses:
               i. Adrian.GuajardoSGA@gmail.com
               ii. William.TrynoskiSGA@gmail.com
         2. Meeting Times and Locations to be determined
   c. You can email any of the chairs if you have questions about their Committees, their meeting times, etc.
   d. You can also find a description of what each committee does later in this list, if you are unsure.
   e. Committee meeting times will usually fluctuate with each semester, so feel free to contact the appropriate Chair if you have any questions.
3. You will need to create an SGA email address with Gmail, which follows the template of FirstName.LastNameSGA@gmail.com. These email addresses are used frequently, and will be your primary method of communication with other SGA members and for SGA purposes. The accounts are free and easy to set up.
4. From time to time, you will be required to attend events or meetings that are not regularly or frequently occurring. You will be given significant advanced notice, and this is not something that happens frequently. It will be made very clear when attendance is mandatory.
   a. Examples of these include:
      i. University Life Awards
      ii. Golf Cart Parade decorating party (which happens the night before the actual Golf Cart Parade)
      iii. Etc.
b. There will also be events where you are encouraged to attend, but have not been requirements in the past.
   i. Golf Cart Parade/BestFest
   ii. Fiesta UTSA
   iii. Coffee/Scantron Giveaway at the end of each long semester
   iv. Etc.
c. Whether or not these events are mandatory is up to the discretion of the Secretary, but as mentioned, you will have significant advanced notice if this is the case.

5. You will be expected to report your SGA work on the SGA report sheet system once a week, and to complete the initiative timeline submission form to keep everyone updated on your progress.
   a. Both of these will be explained later in this New Senator Packet, but if you have any further questions, please email Jeff Schilder at Jefferson.SchilderSGA@gmail.com

6. Here is a description of each Standing Committee and what it covers:
   a. Academic Affairs:
      i. Academic Policy
      ii. Any of the Libraries on campus
      iii. PrintSpot Locations
      iv. Wifi on campus
      v. Financial Aid
   b. Business Affairs
      i. Food and Dining
      ii. Parking, Traffic, and Transportation
      iii. Campus Safety and Security
      iv. Campus Police
      v. Financial Planning
      vi. Disability Services
      vii. Facilities
   c. Student Affairs
      i. Athletics
      ii. The Rec Center
      iii. Housing
      iv. The University Center
      v. Alumni Programs
      vi. Equal Opportunity Services

7. If you have any questions about your role as a Senator, please feel free to email the Speaker of the Senate when the position is filled, or Jeff Schilder at Jefferson.SchilderSGA@gmail.com, who is currently Ileana’s Chief of Staff.
Report Sheet and Initiative Timeline Instructions:

1. Report Sheet
   a. First, you follow this link: http://goo.gl/forms/XmvZRGsx87.
   b. Then, you will be asked what your position is in SGA. Simply answer Officer, Cabinet Member, of Senator, and click Continue.
      i. This is being included in the New Senator Packet, so if you’re seeing this, you probably need to select Senator.
   c. You will then be asked if you are a college or classification Senator. Select which option applies to you, and click Continue.
   d. You will then be asked which College or Classification you are representing. Select which option applies to you, and click Continue.
   e. Select your name from the list, and click Continue.
   f. Enter your report for the week, and click Submit. Thanks for submitting your report!
   g. You will only be able to send one response per week, and this will be reset on Sundays. If you try to send your first response for the week and it says you cannot do so, please contact Jeff Schilder at Jefferson.SchilderSGA@gmail.com.

2. Initiative Timeline
   a. First, you follow this link: http://goo.gl/forms/XVulD7c99M.
   b. You will be asked to enter your name, initiative idea, and what area of SGA it falls under. Please select an option and click Continue. If you are unsure of what area it falls under, feel free to ask one of the more experienced members of SGA and/or your committee chair.
   c. You will then be asked which university department related it falls under. Please click all that apply and click Continue.
   d. You will then be asked a few more questions.
      i. Why should the University pursue this idea?
      ii. What are any possible disadvantages?
      iii. What evidence do you have of student support?
      iv. How will you ensure that students will utilize this initiative?
      v. How will you get feedback after implementation of this initiative?
      vi. Please answer these questions and click submit.
<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Executive Board</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>President</td>
<td>Ileana Gonzalez</td>
<td><a href="mailto:Ileana.GonzalezSGA@gmail.com">Ileana.GonzalezSGA@gmail.com</a></td>
<td>(832) 768-9349</td>
</tr>
<tr>
<td>Vice President</td>
<td>Christian Kenney</td>
<td><a href="mailto:Christian.KenneySGA@gmail.com">Christian.KenneySGA@gmail.com</a></td>
<td>(325) 450-5909</td>
</tr>
<tr>
<td>Secretary</td>
<td>Lauren Lopez</td>
<td><a href="mailto:Lauren.LopezSGA@gmail.com">Lauren.LopezSGA@gmail.com</a></td>
<td>(832) 433-5977</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Jaswanth Kintada</td>
<td><a href="mailto:Jaswanth.KintadaSGA@gmail.com">Jaswanth.KintadaSGA@gmail.com</a></td>
<td>(210) 442-9496</td>
</tr>
<tr>
<td>Speaker of the Senate</td>
<td>TBD</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chief of Staff</td>
<td>Jeff Schilder</td>
<td><a href="mailto:Jefferson.SchilderSGA@gmail.com">Jefferson.SchilderSGA@gmail.com</a></td>
<td>(281) 883-6494</td>
</tr>
<tr>
<td>Advisor</td>
<td>Barry McKinney</td>
<td><a href="mailto:Barry.Mckinney@utsa.edu">Barry.Mckinney@utsa.edu</a></td>
<td>(210) 458-4743</td>
</tr>
<tr>
<td><strong>Committee Chairs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Affairs</td>
<td>Victoria Vazquez</td>
<td><a href="mailto:Victoria.VazquezSGA@gmail.com">Victoria.VazquezSGA@gmail.com</a></td>
<td>(409) 392-6446</td>
</tr>
<tr>
<td>Student Affairs</td>
<td>Adrian Guajardo</td>
<td><a href="mailto:Adrian.GuajardoSGA@gmail.com">Adrian.GuajardoSGA@gmail.com</a></td>
<td>(956) 961-9919</td>
</tr>
<tr>
<td>Student Affairs</td>
<td>William Trynoski</td>
<td><a href="mailto:William.TrynoskiSGA@gmail.com">William.TrynoskiSGA@gmail.com</a></td>
<td>(512) 810-2120</td>
</tr>
<tr>
<td>Academic Affairs</td>
<td>Ashley Pollock</td>
<td><a href="mailto:Ashley.PollockSGA@gmail.com">Ashley.PollockSGA@gmail.com</a></td>
<td>(708) 473-3352</td>
</tr>
<tr>
<td><strong>Directors</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Membership Outreach</td>
<td>Elizabeth Ayala</td>
<td><a href="mailto:Elizabeth.AyalaSGA@gmail.com">Elizabeth.AyalaSGA@gmail.com</a></td>
<td>(956) 346-6001</td>
</tr>
<tr>
<td>Graphic Designer</td>
<td>Jordan Lindsey</td>
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<td>(210) 846-0566</td>
</tr>
<tr>
<td>Social Media Co-Chair</td>
<td>Karen Chavez</td>
<td><a href="mailto:Karen.ChavezSGA@gmail.com">Karen.ChavezSGA@gmail.com</a></td>
<td>(956) 434-2236</td>
</tr>
<tr>
<td>Social Media Co-Chair</td>
<td>Jared Cruz-Aedo</td>
<td><a href="mailto:Jared.CruzaedoSGA@gmail.com">Jared.CruzaedoSGA@gmail.com</a></td>
<td>(361) 960-7107</td>
</tr>
<tr>
<td>ULA Co-Director</td>
<td>Larla Halsey</td>
<td><a href="mailto:Larla.HalseySGA@gmail.com">Larla.HalseySGA@gmail.com</a></td>
<td>(770) 283-7122</td>
</tr>
<tr>
<td>ULA Co-Director</td>
<td>Sidney Montero</td>
<td><a href="mailto:Sidney.MonteroSGA@gmail.com">Sidney.MonteroSGA@gmail.com</a></td>
<td>(915) 309-1100</td>
</tr>
<tr>
<td>Golf Cart Parade</td>
<td>Bethany Garza</td>
<td><a href="mailto:Bethany.GarzaSGA@gmail.com">Bethany.GarzaSGA@gmail.com</a></td>
<td>(956) 775-2811</td>
</tr>
<tr>
<td>Graduate Senators – 3 Open Seats</td>
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<tr>
<td>Michael Russo</td>
<td></td>
<td></td>
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</tr>
<tr>
<td><a href="mailto:Michael.RussoSGA@gmail.com">Michael.RussoSGA@gmail.com</a></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>(832) 607-4278</td>
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<table>
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<tr>
<th>Senior Senators – 2 Open Seats</th>
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<tbody>
<tr>
<td>Carlos Latapi</td>
</tr>
<tr>
<td><a href="mailto:Carlos.LatapiSGA@gmail.com">Carlos.LatapiSGA@gmail.com</a></td>
</tr>
<tr>
<td>(210) 215-1543</td>
</tr>
<tr>
<td>Ashley Pollock</td>
</tr>
<tr>
<td><a href="mailto:Ashley.PollockSGA@gmail.com">Ashley.PollockSGA@gmail.com</a></td>
</tr>
<tr>
<td>(708) 473-3352</td>
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<table>
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<tr>
<th>Junior Senators – 2 Open Seats</th>
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<tbody>
<tr>
<td>Devin Sanders</td>
</tr>
<tr>
<td><a href="mailto:Devin.SandersSGA@gmail.com">Devin.SandersSGA@gmail.com</a></td>
</tr>
<tr>
<td>(512) 680-6086</td>
</tr>
<tr>
<td>Lucas Garcia</td>
</tr>
<tr>
<td><a href="mailto:Lucas.GarciaSGA@gmail.com">Lucas.GarciaSGA@gmail.com</a></td>
</tr>
<tr>
<td>(325) 617-9362</td>
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<tr>
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<tbody>
<tr>
<td>Marcus Thomas</td>
</tr>
<tr>
<td><a href="mailto:Marcus.ThomasSGA@gmail.com">Marcus.ThomasSGA@gmail.com</a></td>
</tr>
<tr>
<td>(903) 456-4432</td>
</tr>
<tr>
<td>Terralyn Wilburn</td>
</tr>
<tr>
<td><a href="mailto:Terralyn.WilburnSGA@gmail.com">Terralyn.WilburnSGA@gmail.com</a></td>
</tr>
<tr>
<td>(832) 594-4571</td>
</tr>
<tr>
<td>Alexander Lewis</td>
</tr>
<tr>
<td><a href="mailto:Lewisalexanderlee@gmail.com">Lewisalexanderlee@gmail.com</a></td>
</tr>
<tr>
<td>(915) 549-2556</td>
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<tbody>
<tr>
<td>Jimmy Ramirez</td>
</tr>
<tr>
<td><a href="mailto:Jimmy.RamirezSGA@gmail.com">Jimmy.RamirezSGA@gmail.com</a></td>
</tr>
<tr>
<td>(956) 219-5973</td>
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<thead>
<tr>
<th>College of Architecture Senators – 2 Open Seat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert Jones</td>
</tr>
<tr>
<td><a href="mailto:Robert.JonesSGA@gmail.com">Robert.JonesSGA@gmail.com</a></td>
</tr>
<tr>
<td>(281) 253-6064</td>
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<table>
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<tr>
<th>College of Business Senators – 1 Open Seat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Armando Sanchez</td>
</tr>
<tr>
<td><a href="mailto:Armando.SanchezSGA@gmail.com">Armando.SanchezSGA@gmail.com</a></td>
</tr>
<tr>
<td>(956) 543-1336</td>
</tr>
<tr>
<td>Victoria Vazquez</td>
</tr>
<tr>
<td><a href="mailto:Victoria.VazquezSGA@gmail.com">Victoria.VazquezSGA@gmail.com</a></td>
</tr>
<tr>
<td>(409) 392-6446</td>
</tr>
<tr>
<td>Lucy Morales</td>
</tr>
<tr>
<td><a href="mailto:Lucila.MoralesSGA@gmail.com">Lucila.MoralesSGA@gmail.com</a></td>
</tr>
<tr>
<td>(832) 233-6703</td>
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<table>
<thead>
<tr>
<th>College of Education and Human Development Senators – 4 Open Seats</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elizabeth Ayala</td>
</tr>
<tr>
<td><a href="mailto:Elizabeth.AyalaSGA@gmail.com">Elizabeth.AyalaSGA@gmail.com</a></td>
</tr>
<tr>
<td>(956) 346-6001</td>
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<th>College of Engineering Senators – 2 Open Seats</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patrick O’Donnell</td>
</tr>
<tr>
<td><a href="mailto:Patrick.OdonnellSGA@gmail.com">Patrick.OdonnellSGA@gmail.com</a></td>
</tr>
<tr>
<td>(713) 408-7843</td>
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<table>
<thead>
<tr>
<th>College of Liberal and Fine Arts Senators – 0 Open Seats</th>
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<tbody>
<tr>
<td>Karen Chavez</td>
</tr>
<tr>
<td><a href="mailto:Karen.ChavezSGA@gmail.com">Karen.ChavezSGA@gmail.com</a></td>
</tr>
<tr>
<td>(956) 434-2236</td>
</tr>
<tr>
<td>Savin Weera</td>
</tr>
<tr>
<td><a href="mailto:Savin.WeeraSGA@gmail.com">Savin.WeeraSGA@gmail.com</a></td>
</tr>
<tr>
<td>(512) 913-9238</td>
</tr>
<tr>
<td>Velie Sando</td>
</tr>
<tr>
<td><a href="mailto:Velie.SandoSGA@gmail.com">Velie.SandoSGA@gmail.com</a></td>
</tr>
<tr>
<td>(281) 892-1977</td>
</tr>
<tr>
<td>Name</td>
</tr>
<tr>
<td>-------------------</td>
</tr>
<tr>
<td>Connor Malone</td>
</tr>
<tr>
<td>Bethany Garza</td>
</tr>
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</table>

College of Science Senators – 0 Open Seats

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tilly Webb</td>
<td><a href="mailto:Tilly.WebbSGA@gmail.com">Tilly.WebbSGA@gmail.com</a></td>
<td>(972) 935-4712</td>
</tr>
<tr>
<td>Chirag Buch</td>
<td><a href="mailto:Chirag.BuchSGA@gmail.com">Chirag.BuchSGA@gmail.com</a></td>
<td>(210) 454-4039</td>
</tr>
<tr>
<td>Farhan Ahmad</td>
<td><a href="mailto:FarhanAhmadSGA@gmail.com">FarhanAhmadSGA@gmail.com</a></td>
<td>(214) 957-9332</td>
</tr>
<tr>
<td>Kavina Patel</td>
<td><a href="mailto:Kavina.PatelSGA@gmail.com">Kavina.PatelSGA@gmail.com</a></td>
<td>(512) 968-3286</td>
</tr>
<tr>
<td>Sergio Mendoza</td>
<td><a href="mailto:mendoza1996@gmail.com">mendoza1996@gmail.com</a></td>
<td>(512) 508-7909</td>
</tr>
</tbody>
</table>

College of Public Policy Senators – 1 Open Seats

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Esteban Resendez</td>
<td><a href="mailto:Esteban.ResendezSGA@gmail.com">Esteban.ResendezSGA@gmail.com</a></td>
<td>(361) 207-9653</td>
</tr>
<tr>
<td>Miguel Sancho</td>
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<td>(210) 382-9067</td>
</tr>
</tbody>
</table>

University College Senators – 4 Open Seats

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Larla Halsey</td>
<td><a href="mailto:Larla.HalseySGA@gmail.com">Larla.HalseySGA@gmail.com</a></td>
<td>(770) 283-7122</td>
</tr>
</tbody>
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As of August 4th, 2015

To update information, contact Lauren at Lauren.LopezSGA@gmail.com
UTSA Student Government President

Information

Preferred Name: Ileana
Name: Ileana Gonzalez
Hometown: Guadalajara, Jalisco
Year in School: Senior
Major(s): Entrepreneurship with a minor in International Business
Expected Graduation: Spring 2016

Constitutional Responsibilities

A. The President shall serve as Chief Executive Officer of the SGA.
B. The President shall be limited to serving two terms as SGA President.
C. The President shall serve and/or appoint delegates to the University of Texas System Student Advisory Council.
D. The President shall preside over meetings of the Executive Cabinet.
E. The President may ask active members to attend meeting of the Executive Cabinet.
F. The President shall report on SGA activities to the General Assembly.
G. The President may approve or veto all legislation passed by the General Assembly within ten (10) class days. Any bill not signed or vetoed within this time shall be considered approved.
H. The President shall attend meetings of the University Executive Assembly.
I. The President shall fill vacancies in the Judicial Branch with a two-thirds majority General Assembly approval.
J. The President shall have the power to nominate individuals to University committees.
K. The President shall create an agenda for the Executive Cabinet meetings.
L. The President shall have the power to appoint General Assembly Committee Chairs.
M. The President shall have the power to create Programs.
N. The President shall have the power to call special sessions of the General Assembly at a time after 5:30PM local time, and to be held on a regular, weekday class day. Special sessions must be announced three days in advance.
O. The President shall represent SGA in meetings with other student government associations, the university, institutions, media, business firms, agencies of the government, and the general public.
P. The President must provide a State of the SGA address to the General Assembly at least once a semester during any regularly scheduled General Assembly meeting.

Goals for the Upcoming Year

A. Give UTSA student IDs more validation around campus and throughout the city of San Antonio
B. UTSA Flag
C. Increase of bike lanes around UTSA and on campus
D. Student Discount Cards
E. Increase the overall collaborative efforts of the organization on campus with each other and SGA
F. Improving visibility of SGA around campus
UTSA Student Government
Vice President

Information
Preferred Name: Christian
Name: Christian Kenney
Hometown: Sonora, Texas
Year in School: Junior
Major(s): Cyber Security
Expected Graduation: Spring 2017

Constitutional Responsibilities
1. Preside over meetings of The General Assembly, voting only in the event of a tie.
2. Assume the duties and responsibilities of President in the absence or incapacity of the President; or, if the office of the President is vacant, until a special election can be held to fill the position.
3. Represent SGA in meetings with other student government associations, institutions, business firms, agencies of the government, and the general public.
4. Oversee the internal and external affairs of the SGA.
5. Install all members of the SGA.
6. Serve as an ex-officio member of all committees.
7. Appoint a Parliamentarian for the General Assembly.

Goals for the Upcoming Year
1. Provide Food Truck services for Utsa!
2. Bring in outside food partners for Utsa!
3. Bring Pay-Per view events for Utsa.
4. Create a stronger information bond with the Utsa student body.
5. Provide more study services later at night around campus.
6. Ease the current day student burden anyway possible!
UTSA Student Government
Treasurer

Information
Preferred Name: Jaswanth
Name: Jaswanth Raj Kintada
Hometown: Rajahmundry, Andhra Pradesh, India
Year in School: Junior
Major(s): Biology
Expected Graduation: Spring 2016

Constitutional Responsibilities
1. Ensure all funds are spent according to budget created by the General Assembly.
2. Oversee use of any discretionary funds (including management of Leader Fund).
3. Create financial reports monthly.
5. Chair the General Assembly Finance Committee.
6. Protect, defend, and uphold the SGA Constitution and By-Laws.

Goals for the Upcoming Year
1. Student Health Advocacy Council (SHAC)
   a. Provide an important avenue for students to assist the Student Health Services and participate in organizing health promotion and prevention
2. Promote the Leader Fund with RSOs and encourage students to take up leadership opportunities
3. Shopping Shuttle
   a. Provide freshmen & other roadrunners with a means of traveling to local stores to shop for groceries
4. Continuation of the “Torch” Initiative
   a. Establish a student run sub-committee in City Council
5. Improvement of AIS Classes and Enhance Freshman Experience
6. Introduce a UTSA Buy/Trade/Sell (with cooperation from UTSA)
UTSA Student Government
Secretary

Information
Name: Lauren Lopez
Hometown: Channelview, Texas
Year in School: Junior
Major(s): Multidisciplinary Studies
Expected Graduation: Spring 2016
Outside Organizations: UTSA Ambassadors, Gamma Phi Beta Sorority
Email: Lauren.LopezSGA@gmail.com

Constitutional Responsibilities
1. Record minutes of the General Assembly meetings and distribute them in time for the next meeting of that body.
2. Keep a record of the current general membership and contact list in addition to membership of committees.
3. Furnish General Assembly minutes and reports upon request.
4. Provide a schedule of SGA meeting dates, times, and locations to be published online and in the SGA office.
5. Have discretion over what constitutes an absence.

Goals for the Upcoming Year
1. Improvement of AIS Classes
   a. Work with University College to bridge the gap between Freshmen and administration
2. Increase awareness about SGA to future and potential Roadrunners.
   a. SGA letter in Freshmen admission packet
   b. Plan and execute a High School Student Council Conference
3. Make sure the new senators and members coming into the organization are prepared.
   a. Continue the class initiative and work with planning a fall retreat and possibly the implementation of a fall workshop day.
4. Enhance the student experience
   a. Develop a night life culture for students including more dining options, safe lighting, etc.
UTSA Student Government
Chief of Staff

Information
Preferred Name: Jeff
Name: Jefferson Paul Schilder
Hometown: Arlington, Texas
Year in School: Senior
Major(s): Multidisciplinary Studies
Expected Graduation: Spring 2016

Constitutional Responsibilities
1. Protect, Defend and Uphold the SGA Constitution and By-Laws.
2. Appointed by President with input from other Executive Officers
3. Manage internal day-to-day operations of the SGA
4. Facilitate communications between Committee Chairs, Directors, and appointed SGA Representatives.
5. Keep a record of SGA Activities.
6. Meet Weekly with the SGA Advisor(s).
7. Other duties include but are not limited to scheduling meetings on behalf President and Vice President, scheduling and conducting interviews for appointed positions, appointing event directors and any other duties assigned by the President and Vice President.
8. The Chief of Staff may be classified as an Executive Officer with a two-thirds vote of the General Assembly.

Goals for the Upcoming Year
1. Continue working for increased food options and food quality on campus
2. Increase handicap accessibility on campus
3. Bring Greek housing to UTSA
4. Increase UTSA’s visibility and influence throughout the UT System through my position as UTSSAC’s Vice-Chair
5. Improve the experience that our transfer students have when first entering UTSA
6. Increase engagement between our students and SGA, and even our SGA members with the organization itself
UTSA Student Government
Student Affairs Chair

Information

Preferred Name: Adrian
Name: Uriel Adrian Guajardo
Hometown: McAllen, Texas
Year in School: Junior
Major(s): Business - Information Systems
Expected Graduation: Spring 2017

Constitutional Responsibilities

1. Deal with any concerns that affect the Athletics Department, Financial Aid and Enrollment Services, the Registrar, Admissions, and Student Life.
2. Meet weekly with Senators and discuss initiatives or issues at UTSA.
3. Create and report about Student Affairs to the General Assembly of SGA weekly.
4. Chair the General Assembly Student Affairs.
5. Protect, defend, and uphold the SGA Constitution and By-Laws.

Goals for the Upcoming Year

1. UTSA My Story Snapchat
   a. Provide a My Story Snapchat for UTSA Students to spread spirit, fun, and notifications all over UTSA.
2. Sleeping Pods in College, the best grades are usually considered to be the product of sleepless nights. Setting up designated rooms for napping or expanding existing spaces to show students that they don’t have to sacrifice sleep to do top work.
3. Alcohol in Sports Events
   a. Sports and drinks are complementary to each other and focusing on what students want would really boost the student’s attendance.
4. Table for Student Concerns
   a. SGA is here for the students and I am more than all ears to listen closely to what change students want at UTSA.
5. Trackers for Shuttles Work with Computer Science Programmers to create an app where students can download for free and use google maps to locate the location the shuttle is currently on. This will also include the times of the shuttles and SGA notifications. It is more accurate timing to not be waiting to long for the shuttle.
UTSA Student Government
Student Affairs Chair

Information

Preferred Name: Frankie
Name: William Franklin Trynoski II
Hometown: Kyle Texas United States of America
Year in School: Junior
Major(s): Political Science
Expected Graduation: Spring 2017

Constitutional Responsibilities

1. Researches student concerns related to the administrative units reporting to the Vice President for Student Affairs as instructed by General Assembly.
2. Recommends policy and actions to the Vice President for Student Affairs.
3. Shall consist of at least five (5) Senators from the General Assembly.
4. Makes recommendations to General Assembly on what actions should be taken to address student concerns.
5. Protect, defend, and uphold the SGA Constitution and By-Laws.
6. Coordinates all efforts to address student concerns, with approval from the General Assembly, including Town Hall Meetings, Resolutions, petitions, etc.
7. Prepares a report for summarizing student concern, action taken, and subsequent results, for distribution to the University community.

Goals for the Upcoming Year

1. Aid in improving communication between registered student organizations and SGA.
   a. Basic things, such as having leaders of other student organizations attend our committee meetings to offer input can go a long way in helping develop our bonds with the students.
2. Have SGA representation on the Student Organization Council.
   a. SOC is a great idea, and having a position or representation on this council, will only benefit the organization.
3. Improve student outreach within SGA.
   a. This includes bringing back tabling, as well as creating an SGA texting hotline for students to send in their concerns.

4. Lighting along the pathways to student housing.
   a. Students have expressed concerns that the pathway to housing is not safe at night due to how it is not properly lit up. I am aware that the administration is currently working on this issue and would like to work with them to see that it best benefits the students and addresses their concerns properly.

5. Aid in the organization’s goal of bringing a nightlife here on campus.
   a. SGA has expressed the idea of a nightlife at UTSA for quite some time, with food venues extending their hours, I feel as if the fruition of this idea can finally be achieved.

   a. Roadrunner Productions are a vital component of UTSA student life. In the future I would like to see if it would be possible to work with them to bring certain ideas to fruition that SGA would not be able to accomplish alone.

7. Run efficient, productive, and professional committee meetings.
   a. As is the goal of all committee chairs, I wish for all meetings to be conducted in this matter so SGA can remain the productive and professional unit it is today.

8. Properly distribute opportunities to members of my committee and help build and develop their experience in SGA.

9. Work in concert with my fellow SGA members and most importantly, my fellow Student Affairs Chair.
UTSA Student Government
Business Affairs Chair

Information

Preferred Name: Victoria
Name: Victoria Estefanía Vazquez
Hometown: Galveston, Texas
Year in School: Senior
Major(s): Marketing, International Management
Expected Graduation: Spring 2016

Constitutional Responsibilities

1. Research student concerns related to the administrative units reporting to the Vice President for Business Affairs.
2. Recommend policy and actions to the Vice President for Business Affairs.
3. Make recommendations to General Assembly on what action should be taken to address student concerns.
4. Coordinate all efforts to address student concerns, with approval from the General Assembly, including town hall meetings and legislation.
5. Prepare a report summarizing the student concern, action taken, and subsequent results, for distribution to the University community.
6. Protect, defend, and uphold the SGA Constitution and By-Laws.

Goals for the Upcoming Year

1. Free Via Transportation
   a. Provide students with free transportation on specific routes leading to UTSA campuses.
2. Continuation of Improving Dining Services for students with or without meal plans by working with Business Auxiliary Services.
3. Transfer Student Experience
   a. Establish a revised student orientation system for the transfer student.
4. Improve Communication with student body by participating in bi-weekly tabling.
5. Community Service Day establish the tradition of a day where thousands of Roadrunners join together and serve the San Antonio community.
6. **Become a Healthier REC** by providing students vending machines that only offer healthy options

7. **ID Point System**
   a. With the use of our student ID’s, we can keep track of participation of campus wide event attendance, organization participation, and academic achievements.
Information

Preferred Name: Ashley
Name: Ashley Imani Pollock
Hometown: Chicago, Illinois
Year in School: Junior
Major(s): Multidisciplinary Studies: Publication Administration, Geography, & Business
Expected Graduation: Spring 2016

Constitutional Responsibilities

A. Assist the President in carrying out their platform.
B. Attend all General Assembly meeting, meetings of their committee, and mandatory SGA events.
C. Hold weekly committee meetings every week class in session during the fall and spring semesters.
D. Protect, defend and uphold the SGA Constitution and By-Laws.
E. Facilitate all committee meetings for their assigned area and take attendance.
F. Take minutes within their committee that will include the attendance, and e-mail the minutes to the Secretary within a timely fashion.
G. May appoint a Vice Chair and Secretary of their committee.

Goals for the Upcoming Year

1. Continue current work being done to improve FYE & AIS for the students and faculty.
2. Improve the transfer experience.
   a. The way the transfer process is set up now, it may be difficult to get acclimated.
3. Introduce and possibly implementing social justice dialogues.
   a. These seminars or interpersonal dialogues would give students, staff, and faculty the opportunity to speak, listen, and learn from others of different backgrounds.
4. Assist in enhancing student’s experience on the downtown campus.
5. Introduce the idea of promoting the movement to empower women.
   a. Create a seminar or resources that would assist in giving women the skills that assist in created a woman “empowered.”
UTSA Student Government Social Media Co-Director

Information

**Preferred Name:** Karen

**Name:** Karen Yenicia Chavez

**Hometown:** Brownsville, Texas

**Year in School:** Sophomore

**Major(s):** Political Science and Global Affairs

**Expected Graduation:** Fall 2016

Constitutional Responsibilities

1. Gather info on SGA & UTSA events and activities to share throughout necessary social media networks.
2. Improve and maintain SGA’S image around campus and develop a plan approved by our president to advance SGA’s awareness.

Goals for the Upcoming Year

1. Deliver content consistently. Stay on top of what is happening in and around UTSA.
2. Increase the amount of followers on Instagram.
3. Inform constituents of who their students representatives are through social media.
UTSA Student Government
Graphic Designer

Information

Preferred Name: Jordan
Name: Jordan Lindsey
Hometown: Helotes, Texas
Year in School: Sophomore
Major(s): Marketing
Expected Graduation: Spring 2017

Constitutional Responsibilities

1. To report on activities taken by the Officer at all meetings of the General Assembly.
2. To provide graphic designs for SGA executive board, Senators, and other SGA committees.
3. Assist and collaborate with coordinators for UTSA events.

Goals for the Upcoming Year

1. Aid Student Health Advocacy Council (SHAC) through spreading awareness
   a. Flyers, posters, collaboration with RR Productions
2. Work with University Center Programs in creation of SGA previews during UCinema
3. Finalize SGA Promotional Shirts
4. Construct new Rack Card for SGA
5. Continue keep Facebook cover photo updated
UTSA Student Government
UC Senator/ULA Director

Information
Preferred Name: Larla
Name: Larla Noelle Halsey
Hometown: Heidelberg, Germany
Year in School: Freshman
Major(s): Undeclared
Expected Graduation: Spring 2018

Constitutional Responsibilities
1. Protect, defend, and uphold the SGA Constitution and By-Laws.
2. Come to meetings prompt and prepared
3. Hold and manage ULA committee meetings

Goals for the Upcoming Year
1. Continuation of the “Torch” Initiative
   a. Help establish a student run sub-committee in City Council
2. Improvement of AIS Classes and Enhance Freshman Experience
3. Plan a successful ULA 40th Anniversary Banquet
   a. Set early deadlines and work with a committee to ensure an outstanding
      banquet and minimize stress early-on
4. Social Media Ideas/Progression
   a. Aside from the SM Director, keep my SGA twitter updated and
      informative
   b. Look into creating a UTSA Snapchat and Geofilters for events (similar to
      the “My Campus Story” at UT - will increase campus morale)
   c. #WTFUTSA - “What to Fix UTSA” twitter page for student concerns and
      immediate/effective feedback and interaction with students
Full Name: Sidney Alyssa Montero
Hometown: El Paso, Texas
Classification: Freshman
Major(s): Communication
Minor/Concentration(s): English
Expected Graduation (Month/Year): 2018

**SHORT TERM GOALS FOR THE UPCOMING YEAR**

1. As a ULA co-chair, I would like to focus on involving more of the student body, and making it a great celebration for the ULA winners, as well as their families and friends. I would like to see SGA work together as a team, to put together this great event.

2. I would also like to show leadership in the student government which will hopefully encourage other members, as well as potential members, to be a leader as well.

3. Lastly, I would like to focus on organization and communication as a ULA co-chair. I would make deadlines for us, as well as following through with everything, not last minute. By doing this, it will eliminate a lot of unneeded stress, as well as disorganization, putting together a great event.

**LONG TERM GOAL FOR STUDENT GOVERNMENT**

Please describe one long term or “reach” goal that you have for this organization as it continues to move forward. This goal has no time constraints, just think of the highest goal we as a Student Government can strive towards.

1. As a representative from Student Government, I would like to see us strive to become a bigger and better campus. Student Government has the potential to move this school to be a tier one campus. We can make major improvements, and add to student life. SGA is the most persistent organization on campus, and we are the student’s voices. If the university wants to be a big university, and become tier one, we need to make that happen, and we certainly have the capability to make it happen.
Information

Preferred Name: Bethany or Beth
Name: Bethany Leann Garza
Hometown: Laredo, Texas
Year in School: Sophomore
Major(s): English
Concentration(s): Professional Writing & Creative Writing
Expected Graduation: Spring 2018

Constitutional Responsibilities

1. 2015 Golf Cart Parade Chair
   a. Contact various student groups on campus to participate in the event
   b. Manage, plan, and oversee event and meetings leading to the event
2. Member of the Student Relations Committee.
   a. Create initiatives that collect student concerns in more attractive ways
   b. Engage the student body to become more aware in SGA activities
3. Member of Business Affairs Committee
   a. Regularly meet weekly to report activities that are Business Affairs orientated
   b. Work on Business Affairs related concerns
   c. Meet regularly with Business Auxiliary, Facilities, The UTSA Police Department, and Student Disabilities when needed
4. College of Liberal and Fine Arts Senator
   a. Work on the concerns of my fellow constituents
   b. Work with fellow college senators to work on COLFA related concerns
5. Member of University Standing Committee
   a. Act as a student representative in the University Dining Services Committee and the Parking and Traffic Committee.
   b. Expressed what are students’ best interest for each committee
   c. Report on issues discussed and decisions made in each committee.
6. Protect, defend, and uphold the SGA Constitution and By-Laws.

Personal Goals for the Upcoming Year

1. Successful Goal Cart Parade
2. Have intermediate and advance Korean courses established by the university