

# **New Mexico Student Union Board Constitution**

## Article I AUTHORIZATION

The Board of the New Mexico Student Union Building (SUB) is a joint committee of the Associated Students of the University of New Mexico (ASUNM), the Graduate and Professional Student Association (GPSA), the University of New Mexico (UNM) Faculty, UNM Alumni Association, and the UNM administration.

## Article II STATEMENT OF PURPOSE

- A. The primary function of the Board of the New Mexico Student Union Building (hereon referred to as the Board) is to help formulate policy for the operation of the New Mexico Student Union Building (hereon referred to as the SUB). Specifically in this regard the Board shall:
1. Review and approve the schedule of charges prepared by the Director of the Student Union for use of the SUB's facilities.
  2. Establish policy with the Director of the SUB for use of the SUB's facilities by the students, faculty, alumni, and employees of UNM and the members of the Albuquerque community.
  3. Participate on a search committee when the position of Director of the SUB is to be filled.
- B. Secondly, the Board shall serve to represent the interests of its constituent groups. Specifically in this regard, the Board shall:
1. Review the annual budget of the SUB.
  2. Remain continuously informed of the services and financial operations of the SUB, and maintain records of this information for its constituent groups and future board members.
  3. Serve to promote student involvement in the activities and operations of the SUB in recognition of the unique position of students as primary users of the SUB's facilities and programs.

## Article III COMPOSITION

- A. The Board shall have a majority of student members, with membership as follows:
1. Student members
    - a) The ASUNM President or his/her designee.
    - b) GPSA President or his/her designee.
    - c) One (1) student Senator, appointed by the ASUNM Vice President.
    - d) Two (2) undergraduate and two (2) graduate/professional at-large student members, appointed as described in Article III Section B of this document.
  2. Faculty, Alumni, and Administrative Members:
    - a) Two (2) faculty members, appointed by the Vice President of Student Affairs in the Spring to serve two-year overlapping terms, one to be appointed each year.

- b) An (1) alumnus or alumna, appointed in the Spring by the Alumni Association President.
  - c) The President of the University of New Mexico, or his/her designee.
  - d) The Vice President of Student Affairs, or his/her designee.
3. Ex-officio members:
- a) The Director of the SUB.
  - b) Selected members of the SUB Administration, appointed by the Director of the SUB.
- B. The membership requirements and appointments procedure for the at-large student members of the Board (Article III, Section A, 1, d) are as follows:
- 1. Membership requirements
    - a) At-large student members of the Board (A, 1, d) shall maintain at least a 2.0 cumulative GPA , shall be enrolled in a minimum of 6 credit hours per Fall or Spring semester, and shall be a student in good standing.
    - b) Attendance to Board meetings is required. Two absences may lead to dismissal from the Board.
    - c) At-large student members may not withdraw or be suspended from the University and retain his/her membership.
    - d) Term of appointment shall match the term of the appointing president.
  - 2. Appointment Procedures
    - a) Two (2) graduate/professional and two (2) undergraduate at-large student members shall be appointed annually by incoming student president.
    - b) The Student Activities Center shall verify that the appointees each meet the requirements for the at-large member described in Article III, Section B, 1, and shall notify the board should a student no longer meet these requirements.

#### Article IV OFFICERS

- A. Officers. The officers of the board shall be a President and Vice President.
- 1. Eligibility
    - a) Officers of the Board shall maintain at least a 2.5 cumulative GPA, shall be enrolled in a minimum of 6 credit hours per Fall or Spring semester, and shall be a student in good standing with the University of New Mexico.
- B. Election. The officers shall be chosen annually by the Board at the first meeting of the Fall semester and each shall hold his/her office until he/she shall resign, be removed, or otherwise disqualified to serve, or his/her successor shall be elected and qualified.
- 1. Removal or Resignation
    - a) Any officer may resign, or may be removed for neglect of office by a 2/3 vote of the full Board.
    - b) Vacancies may be filled by the election process defined in Article IV, B, at the next meeting of Board, by the President until such election by the Board.

C. President. The president shall preside at all meetings of members and meetings of the Board and shall have such other duties as may be prescribed for him by the Board or the Bylaws.

1. Duties

a) The President shall fill the committees of the Board.

b) The President shall appoint committee chairs, subject to a confirmation vote of the Board.

E. Vice President. In the absence of the President, the Vice President shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions upon, the President. The Vice President will assist the President in fulfilling his/her duties as directed by the Board and the President.

Article V MEETINGS /COMMITTEES

A. The SUB Board shall conduct its business according to By-laws that it shall adopt, subject to the following:

1. The SUB Board shall attempt to meet at least once a month during the academic year at a regularly scheduled place and time.
2. All meetings of the Board and its committees are open to the public.
3. A quorum shall consist of five voting members, at least two of which shall be non-student members, except that during the summer months urgent business may be transacted by the Board members available. Any permanent changes approved by less than a full quorum during the summer months must be approved by a full quorum during the academic year.
4. Permanent files of the minutes of all meetings and all financial reports submitted to the Board shall be kept in files in the offices of the Director of the Union. All such records shall be open to the public.

B. The SUB Board shall have four standing committees. They are the Appeals Committee, Space Allocation Committee, Retail/Marketing Committee, and Steering Committee.

1. The President of the Board may, from time to time, appoint other temporary committees if a need arises.

Article VI AMENDMENTS

A. This constitution may be amended by a two-thirds (2/3) vote of the voting membership of the filled Board.

B. Time Frame. To allow time for debate and discussion, constitutional changes may only be voted on at a regularly scheduled meeting at least two (2) weeks after notice is sent to the members of the Board, ASUNM Senate, the GPSA Council, the Alumni Association, and the Office of the President of the University.

Article VII CHECKS AND BALANCES

A. The Board may file a formal complaint with the Vice President of Student Affairs and/or the President of the University if it feels that the Director is not serving in the

best interest of the Board's constituent members. In order to be forwarded to the Vice President of Student Affairs and/or the President of the University by the President of the SUB Board, the formal complaint must be approved by a majority of the Board at a regularly scheduled meeting. This complaint will include the objection of the Board, the in question decision and/or action of the Director, and any suggested remedies that the Board feels is appropriate to address and alleviate the situation.

- B. The Director of the Union may appeal a policy decision of the Board that he or she feels is fiscally irresponsible, or otherwise detrimental to the operation of the Union.
- C. Conflict of Interest. No member of the Board shall be financially interested in any contract or other transaction entered into by the Board of which he/she is a member. The fact of such financial interest must be disclosed or known to the board of director and noted in the minutes. The Board thereafter authorizes, approves, or ratifies the control or transaction in good faith by vote sufficient for the purpose without courtesy the vote or votes of such financially interested member or members.

This constitution was passed at the November 7, 1989 meeting of the Student Union Board.

Amended: October 20, 1997

Amended: November 1, 2006

Amended: January 28, 2009