

# UNIVERSITY OF NORTH TEXAS UNION BOARD OF DIRECTORS CONSTITUTION

## Article 1 Name

**Section 1** The name of this Board shall be the University Of North Texas Union Board Of Directors, hereafter referred to as the Union Board of Directors.

## Article 2 Purpose

**Section 1** As the center of the University community, the University Union seeks through planning and programming to unify the campus by serving its social, cultural and educational goals.

The Union Board of Directors shall endeavor to promote ideals relevant to the goals of the University Union.

## Article 3 Responsibilities

**Section 1** The Union Board of Directors shall be responsible for the approval of policies and procedures for the University Union business and operations (House Guidelines), capital plan purchases, art selection, space usage, building expansion, and subject, through normal administrative process, to the rules and regulations established by the Board of Regents.

**Section 2** The Union Board of Directors shall consider the University Union budget, submitted by the Director of the University Union, during the spring semester. The Union Board of Directors may vote to approve or disapprove the University Union budget, as a whole, by a simple majority vote. If requested by the Union Board of Directors, the budget can be broken down by line item; these line items must address how allocations are being expensed. A vote of disapproval, accompanied by recommendations of the Union Board of Directors, may be submitted to the Vice President for Student Affairs for final resolution.

**Section 3** The Union Board of Directors shall consider the University Union fee, submitted by the Director of the University Union, during the spring semester. The Union Board

of Directors may vote to approve or disapprove an increase in the University Union fee by a simple majority vote. A vote of approval or disapproval, accompanied by supporting documentation of the Union Board of Directors, must be submitted to the Vice President for Student Affairs. Final approval of the University Union fee by the Board of Regents will be part of the regular budgeting process of the University.

**Section 4** The Union Board of Directors shall consider the University Union requests for capital projects (over \$5,000), submitted by the Director of the University Union, any time throughout the year. The Union Board of Directors may vote to approve or disapprove the funding for these projects by a simple majority vote. A vote of disapproval, accompanied by recommendations of the Union Board of Directors, may be submitted to the Vice President for Student Affairs for final resolution.

**Section 5** The Union Board of Directors shall approve the Constitution and By-Laws of the University Program Council (UPC) and amendments thereto.

**Section 6** At the request of any Union Board of Directors member, the Union Board of Directors shall serve as an advisory and/or appellate body in resolving conflicts arising within the University Union.

**Section 7** Actions of the Union Board of Directors shall be subject to approval, reversal, or modification by the Board of Regents, President of the University, or Vice President for Student Affairs through which the University Union reports.

#### **Article 4** **Membership**

**Section 1** Union Board of Directors shall be composed of seventeen (17) voting members, eleven (11) students and six (6) faculty/staff.

**Section 2** Student membership on the Union Board of Directors shall consist of the following:

- A. President of the Student Government Association or his/her designee.
- B. One (1) Senate person selected by the Student Government Association.
- C. President of the Graduate Student Council or his/her designee.
- D. One (1) Senate member selected by the Graduate Student Council.
- E. President of the University Program Council or his/her designee
- F. One (1) student representative selected by the University Program Council

- G. President of the Residence Hall Association or his/her designee.
- H. One (1) commuter student selected by Student Activities.
- I. One (1) student representative selected by Greek Life
- J. One (1) student representative selected by the Multicultural Center.
- K. One (1) open seat that will be filled with a student who is not affiliated with a student organization listed above.
- L. Each member of (A) through (K) shall serve for one (1) academic year or until such time as they are replaced by their respective organizations.

**Section 3** Faculty/Staff membership on the Union Board of Directors shall consist of the following:

- A. Three (3) faculty members, appointed by the University of North Texas Faculty Senate, for a term of three (3) years on a rotating basis.
- B. One (1) representative of the Division of Student Affairs, appointed by the Vice President for Student Affairs, for a three (3) year term.
- C. One (1) member of the University's full-time staff, selected by the President of the University, to serve a three (3) year term.
- D. One (1) staff member, appointed by the University of North Texas Staff Senate, for a term of two (2) years.
- E. The Director of the University Union, an ex-officio, non-voting member.

**Section 4** The Union Board of Directors shall select its Chair and Vice Chair from any voting member of the Board. At least one of these offices shall be a student member.

**Section 5** If a member of the Union Board of Directors misses two (2) regularly scheduled meetings in a year, without extenuating circumstances, he/she can be dismissed by Union Board of Directors. Procedures are more fully described in By-Laws.

### **Article 5** **Conduct of Business**

**Section 1** The By-Laws of the Union Board of Directors give details of the conduct of business for the Union Board of Directors.

- Section 2** No official actions shall be taken by the Union Board of Directors without a quorum present.
- Section 3** A quorum shall be a simple majority of the total voting membership of the Union Board of Directors
- Section 4** Any action of the Union Board of Directors shall require a simple majority of those Union Board of Directors members present and voting.
- Section 5** Items of business for consideration by the Union Board of Directors shall be included on an agenda to be prepared by the Union Board of Directors Chair for all meetings of the Union Board of Directors.
- Section 6** The primary business of the Union Board of Directors is conducted through monthly board meetings and initiated through the Executive Committee and various representatives. The organization and duties of the Executive Committee and representatives are more fully described in the By-Laws.
- Section 7** Ad-hoc committees may be formed, at any time, to deal with matters that do not require the entire Union Board of Directors, as detailed more thoroughly in the By-Laws.

**Article 6**  
**Meetings**

- Section 1** The Union Board of Directors shall hold regular meetings from August through November and January through April.
- Section 2** Special meetings may be called by the Chair at any time.

**Article 7**  
**Constitution and Minutes**

- Section 1 Copies of the Constitution shall be filed in the office of the Director of the University Union, the Chair of the Union Board of Directors, the Vice President for Student Affairs, through which the University Union reports, and elsewhere as directed by the President of the University.
- Section 2 Copies of the minutes of each Union Board of Directors meeting shall be sent to the President of the University as well as to members of the Union Board of Directors and elsewhere as directed by the President of the University.

Section 3 Clerical assistance for the Union Board of Directors shall be provided through the Director of the University Union.

**Article 8**  
**Review and Approval**

Section 1 The procedures for review and approval of the Constitution, amendments and revisions thereto, of the Union Board of Directors shall be as follows:

- A. The Union Board of Directors, after approval of two thirds (2/3) of those present and voting, shall present its Constitution, amendments, or revisions thereto to the Vice President for Student Affairs through which the University Union reports for review.
- B. The Vice President for Student Affairs shall, in turn, present the Constitution to the President of the University to be forwarded to the University Of North Texas Board Of Regents for approval.
- C. If necessary, the President of the University may initiate action to convene a special Conference Committee with representatives from both the Union Board of Directors and the President of the University's staff to reconcile differing views.

Section 2 The Union Board of Directors Constitution must be reviewed and reapproved every three (3) years. If changes are required, see Article 8 Section 1 for approval procedures.

**Article 9**  
**Amendments**

Section 1 All amendments to this Constitution shall be enacted following approval in the manner prescribed in Article 8, provided that the proposed amendment is presented in writing to the Union Board of Directors at a regular meeting and is voted upon no sooner than the next regularly scheduled meeting.

Section 2 Notwithstanding the provisions of Article 9, Section 1, the Board of Regents may amend the Constitution, amendments, or revisions at any time, for any reason.

**Article 10**  
**Ratification Clause**

Section 1 The Constitution of the Union Board of Directors shall go into effect immediately upon approval of this document as prescribed in Article 8. All other previous Constitutions of the Union Board of Directors shall be null and void.