

# UNIVERSITY OF NORTH TEXAS UNION BOARD OF DIRECTORS CONSTITUTION

Revised 01/2024

## 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 a 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 represent students, faculty, and staff and endeavor to enhance ideals relevant to the goals of the University Union.

## Article 3 Responsibilities

**Section 1** The Union Board of Directors shall be responsible for soliciting input from and representing their respective constituents.

**Section 2** The Union Board of Directors shall be responsible for the approval of, capital project purchases, space usage, and building expansion, subject to the administrative rules and regulations established by the UNT System Board of Regents. The Union Board of Directors serves to provide input and advice on art selection, policies and procedures for the University Union business and operations (House Guidelines), and the selection of the University Union Executive Director.

**Section 3** The Union Board of Directors shall review the University Union budget, submitted by the Executive Director of the University Union, at the beginning of the fall semester. The Union Board of Directors can receive additional budget details at any time upon request. The Union Board of Directors can provide input and guidance on budget allocations.

- Section 4** The Union Board of Directors may vote to approve or disapprove an increase in the University Union fee submitted by the University Union Executive Director by a 2/3 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 5** The Union Board of Directors shall vote to approve or disapprove requests for capital projects, submitted by the Executive Director of the University Union, any time throughout the year 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.

**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. To be eligible, student members must be in good standing within the University as defined by the Registrar and Dean of Students.
- Section 2** Student membership on the Union Board of Directors shall consist of the following:
- A. President of the Student Government Association or their designee.
  - B. President of the Graduate Student Council or their designee.
  - C. President of the University Program Council or their designee
  - D. President of the Residence Hall Association or their designee.
  - E. President of Talons or their designee.
  - F. One (1) student representative as selected by the Student Government Association.
  - G. One (1) commuter or non-traditional student selected by Student Activities.
  - H. One (1) student representative from Greek Council selected by Greek Life.
  - I. Two (2) student representatives selected by the Center for Belonging and Engagement.

- J. One (1) student representative from Discovery Park selected by Center for Student Affairs at Discovery Park.
- K. 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.
- L. If a designated member is not able to be selected by their represented group, we would reach out to the next level department/advisor/agency to designate an alternate member who matched the membership type (student, staff, faculty) until such organization was able to appoint a regular member.

**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 one (1) year.
- 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 one (1) year.
- E. The Executive Director of the University Union, an ex-officio, non-voting member.

**Section 4** The Union Board of Directors shall select its Chair, Vice Chair, and student representative from any voting member of the Board. At least the Chair or Vice Chair 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, they can be dismissed by the Executive Committee. Procedures are more fully described in Bylaws.

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

**Section 1** The Bylaws 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, which is required for any action or vote.

**Section 4** Items of business for consideration by the Union Board of Directors shall be included on an agenda to be presented by the Union Board of Directors Chair for all meetings of the Union Board of Directors.

**Section 5** The primary business of the Union Board of Directors is conducted through monthly board meetings. Guidelines for conduct of meetings are included in the Union Board of Directors Bylaws under Meetings.

**Section 6** 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 Bylaws.

**Article 6**  
**Meetings**

**Section 1** The Union Board of Directors shall hold regular meetings from August through November and January through April, excluding March.

**Section 2** Special meetings may be called by the Executive Committee at any time.

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

**Section 1** The Constitution shall be filed in the office of the Executive Director of the University Union and be made accessible on the University Union website.

**Section 2** The minutes of each Union Board of Directors meeting shall be sent to the members of the Union Board of Directors and once approved, will be posted on the University Union website.

**Section 3** Clerical assistance for the Union Board of Directors shall be provided through the Executive 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 and approval.
- B. If not approved, the Vice President of Student Affairs may convene with representatives from the Union Board of Directors Executive Committee to reconcile differing views.

**Section 2** The Union Board of Directors Constitution must be reviewed by the Executive Committee biannually. If changes are required, see Article 8 Section 1 for approval procedures.

**Section 3** Actions of the Union Board of Directors shall be subject to approval, reversal, or modification by the Vice President for Student Affairs through which the University Union reports.

**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.

**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.