

The University of Oklahoma
SGA GENERAL COUNSEL RESPONSIBILITIES AND SELECTION POLICY

Approved by the University of Oklahoma Board of Regents – September 19, 2011

The SGA general counsel is the chief legal counsel of the University of Oklahoma Student Association, and is responsible for enforcing the provisions of the SGA Constitution, and enactments of the Legislative Branch. The general counsel shall represent the interests of the SGA in any matter pending in any forum of the University in which the interests of the Student Association are concerned.

1. The functions and duties of the general counsel shall include, but not be limited to the following:
 - a. General counsel is charged with contesting and endeavoring to defeat any claim against any student for violating any University regulation. General counsel shall fulfill any request for student defense. Student defense may be provided by general counsel personally, with a staff assistant, or any other appropriate counsel.
 - b. General counsel may file a complaint on behalf of any student who appears to possess a cause of action.
 - c. General counsel shall investigate any subject, body, organization, etc. on order of the Legislative Branch or the SGA President.
 - d. General counsel may investigate any subject, body, etc. on his or her own motion.
 - e. Upon a written request, general counsel shall issue advisory opinions as to the effect of any University policy, rule or regulation affecting a student organization. Such opinions shall be binding in all SGA internal matters unless overturned on appeal.
2. General counsel shall be at least a second year law student with consideration given by the selection committee in its deliberations to professional qualifications, including but not limited to: past legal counsel experience, quality of writing sample, law faculty recommendations, understanding of administrative hearings and familiarity with the Student Rights and Responsibilities and Academic Integrity Codes of the University of Oklahoma.
3. General counsel shall be appointed by the SGA President, with the advice and consent of the SGA Legislative Branch. General Counsel shall be recommended to the SGA President by a selection committee composed of: the Chair of the SGA Student Congress; the Chair of the SGA Graduate Student Senate, or their respective appointees should they be unavailable to serve; one student appointed by the SGA President; and a representative named by the Vice President for Student Affairs. The SGA President will serve as a member of the selection committee but will only cast a vote in the event of a tie. The outgoing SGA General Counsel shall serve as an ex-officio, non-voting member of the selection committee.
4. General counsel shall appoint at least two associates whose duties shall be established by the general counsel. Additional staff may be appointed by the general counsel.