



Article I. Student Governing Council Bylaws

Section 1.01 Object

- (a) The Object of the Student Governing Council (SGC) Bylaws is to establish a Student Government that will represent the students of the School of Health Professions, the School of Medicine, the Office of Graduate Studies and the School of Nursing at the University of Kansas Medical Center, herein collectively referred to as KUMC.

Section 1.02 Parliamentary Authority

- (a) The contents of this document are to be in agreement with the SGC Constitution.
- (b) A Majority of the Senate members must approve any changes to this document. These changes must be ratified by a majority vote of the SCG Executive Committee.

Section 1.03 Purpose

- (a) To represent and to unite all students at KUMC.
- (b) To Provide for and enhance communications between the students of the several schools, the faculty and administration of KUMC and their sister institution the University of Kansas, nationally and internationally.
- (c) To further communication and relationships between the students of KUMC and it's surrounding community.
- (d) To assist the administration in reaching decisions on policy that concerns the student body.
- (e) To assist in broadening the intellectual, cultural and recreational opportunities and capabilities of the student body.
- (f) To assist in an appropriate manner the development and promotion of recognized campus organizations and clubs.

Section 1.04 Student Government Council Executive Branches

- (a) The branches of the Student Government shall consist of (1) the Executive Committee, (2) The Senate, and (3) the Budget Committee.
 - (i) The Executive Committee
 - 1) The executive power of the Student Government shall reside in the Executive Committee.
 - 2) The Executive Committee shall consist of the President and the Vice President of the Student Body, the Secretary, the Treasurer, and the Senate Chairperson as an ex-officio member.



- 3) The rules and procedures that are necessary for the proper functioning of the Executive Committee shall be outlined in the Executive Committee section of the SGC Bylaws (Article II and III).
- (ii) The Senate.
- 1) The legislative policy-making power of the Student Government shall reside in the Senate.
 - 2) The Senate shall consist of all Senators and the Senate Chairperson.
 - 3) The rules and procedures that are necessary for the proper functioning of the Senate shall be outlined in the Senate section of the SGC Bylaws (Section 1.05-1.07).
- (iii) The Budget Committee.
- 1) The Budget Committee shall consist of 2 members each from the SHP, SON, SOM Graduate and SOM Medical and one non-voting mentor from the Office of Student Life. One member from each school must be a Senator.
 - 2) The Treasurer of the Executive Committee shall be the Chair of the Budget Committee.
 - 3) The Senate Chairperson shall be the Vice Chair of the Budget Committee.
 - 4) The rules and procedures that are necessary for the proper functioning of the Budget Committee shall be outlined in the Budget Committee section of the Bylaws (still undergoing revisions). These shall be enacted by the Budget Committee and ratified by a majority vote of the Senate.
 - 5) The Budget Committee shall audit the Records and Accounts of the Student Government at least once a year.
 - 6) The Budget Committee shall develop a budget for the ensuing Fiscal Year (September - August), and submit the proposed budget to the Senate for approval, with sufficient time that it may be ratified prior to University deadlines.
 - 7) Each voting member of the Budget Committee shall have one (1) vote.
 - 8) Approval of the budget shall require a majority vote of the full membership of the Budget Committee, and a majority vote of the Senate, a quorum being present.
 - 9) Selected members of the Budget Committee shall serve on the student tuition and fee advisory committee. Tuition and Fee Committee members from the Budget Committee must be representative of the student body.
 - 10) The Senate must approve all major Request for Funding Proposals that exceed the Budget Committee spending limit as outlined in the Budget Committee Bylaws.

Section 1.05 Membership and Qualifications

Approved – December 5th, 2012



(a) The Executive Committee.

(i) The members of the Executive Committee shall be elected at large by the entire Student Body of KUMC.

(ii) Additional qualifications for members of the Executive Committee are:

1) The President and Treasurer shall have been:

a) An active member of the campus community with appropriate leadership experience as defined by the Executive Committee Bylaws, and

b) A student at KUMC who has completed at least one (1) semester.

2) The Vice President shall have completed at least one (1) semester at KUMC.

3) There are no special qualifications for the Secretary.

4) Executives will be elected from the current Senate membership.

5) All members of the Executive Committee must be on campus for seven (7) months of their term of office.

(iii) Members of the Executive Committee shall serve for a term of one (1) year (Elected in November for full control to begin in January) or until their successors have been duly elected and qualified.

(iv) Members of the Executive Committee may run for re-election as long as they are still in good standing and registered students at KUMC.

(b) The Senate.

(i) The SGC membership shall be made up of Senators from each academic component of KUMC at the time the SGC is first convened for the academic year. These components are the School of Medicine, School of Nursing, School of Health Professions and Office of Graduate Studies.

1) In the event a new component is added to the KUMC, that component will have the opportunity to submit to the SGC the names of one Senator per 100 enrolled students to represent that component.

2) A new component shall consist of a new school/college and not necessarily a new campus of an existing component.

(ii) Senate Membership

1) The membership of the Senate shall be in accordance with the proportions outlined in the SGC Constitution.



- 2) The membership of the Senate shall consist of:
 - a) Two (2) Senators and at least one (1) Alternate per class from the School of Medicine for a total of 8 voting SOM representatives.
 - b) Two (2) Senators and at least one (1) Alternate per class from the School of Nursing for a total of 4 voting representatives.
 - c) Eight (8) Senators and at least four (4) Alternates from Graduate Studies for a total of 8 voting representatives.
 - d) Two (2) Senators and at least one (1) Alternate from the School of Health Professions for a total of 2 voting representatives.

(The goal is to have equal representation of each class by 2014)

- 3) Senate seats will be filled by their respective component by the first SGC meeting of the Fall semester.
- 4) The Senate Chairperson shall have the power to appoint special committees to examine issues of importance to SGC.
- 5) Standing committees of SGC include, but are not limited to, the Student Services subcommittee, Support Services subcommittee, Intermural subcommittee and the Interprofessional subcommittee.
- 6) All members of the Student Governing Council shall be registered students at KUMC.
- 7) Any student seeking office under the Constitution shall be required to be in good standing, and shall not be on either scholastic or disciplinary probation.
- 8) Any individual holding office who fails to remain in good standing shall resign or be removed from office.

(iii) Senate Members.

- 1) The Senate Chairperson.
 - a) The Senate Chairperson shall preside over all meetings of the Senate including impeachment Proceedings, except in the event of his/her own impeachment, in which case a Chairperson shall be elected and shall preside.
 - b) The Senate Chairperson shall vote only in the case of a tie vote.
 - c) The Senate Chairperson shall have the sole power to appoint Committees whose purpose is to investigate matters of the Senate. Each committee Chair need not be a member of the Senate, but shall be required to attend Senate meetings as stipulated by the Senate Chairperson.



- d) The Alternate Senator shall upon that election, immediately fill the Senate seat vacated by the member elected Senate Chairperson, and a special election may be promptly held to fill the vacant Alternate position pending the needs of the Senate.
 - e) The Senate Chairperson shall normally call the meetings of the Senate.
 - f) The Senate Chairperson shall be Vice-Chairperson of the Budget Committee.
 - g) The Senate Chairperson shall represent the Senate when dealing with the administration on school policy.
- 2) The Senate Chairperson pro tempore.
- a) In the event that the Senate Chairperson shall for any reason, be absent from a meeting of the Senate, or must vacate the Chair, the senior officer of the Executive Committee present shall assume the Chair for the sole purpose of conducting that specific meeting. Therefore the chairperson pro tempore shall be terminated by (i) the arrival of the Senate Chairperson, (ii) the first adjournment of that meeting, or (iii) the election of another Chairperson pro tempore.
 - b) In the event of the impeachment of the Senate Chairperson, a Senate Chairperson pro tempore not of the Executive Committee shall be elected to preside over the Impeachment Proceedings.
- 3) The Secretary of the Senate.
- a) The Secretary of the Executive Committee shall be the Secretary of the Senate.
 - b) The Secretary of the Senate shall have the power to appoint as many individuals, from within or from without the body, to serve as Clerks of the Senate as may be required for the effective conduct of the business of the Senate and to perform such duties as are customarily associated with that office.
- 4) The Senator.
- a) Each Senator is obligated to actively represent to the best of his/her abilities, the needs and desires of the student group whom he/she represents in the Senate.
 - b) A Senator shall lose all title and powers granted to him/her by the Constitution and in the SGC Bylaws in the event of his/her removal from office.
 - c) A Senator shall have only one (1) vote on any matter properly before the body.
- 5) The Alternate Senator



- a) In the event of the absence of a Senator from a meeting of the Senate, the Senator shall notify the Alternate to be present. The Alternate for that Senator shall serve as a voting member of the Senate and shall have the title, powers, and responsibilities of the Senator being replaced, such service continuing during the absence of the Senator in question.
 - b) In the event that any Senator becomes ineligible to serve, either by withdrawal from school, removal from office, or for any other reason, the Alternate for said Senator shall immediately replace him/her as a Senator.
 - c) The Alternate for the Senator elected to the Senate Chairperson shall immediately fill the vacant seat and become a Senator. This Alternate shall have received the next greatest number of votes in the general election for that school or level.
 - d) The Alternate shall not have a vote in the Senate except as described above.
 - e) In the event that no Alternate is available to fill a vacant Senatorial seat, a Special Election shall be held to fill the vacant seat. Should the Special Election occur within one month prior to a General Election, no such election need be held.
- (c) Senator Duties
- (i) Attend all SGC meetings.
 - (ii) Facilitate bi-directional communication with constituents and KUMC.
 - (iii) Provide an update on all significant activities and events that occurred within the SGC, a student organization, or on campus since the previous meeting.
 - (iv) Provide an update on all significant activities and events scheduled to occur within the SGC, a student organization, or on campus over the coming weeks/months.
 - (v) Acquire a thorough understanding of KUMC procedures and policies as they relate to student issues in order to provide input to the administration.
 - (vi) Contribute to ongoing consideration of issues related to students at KUMC, system and state levels as appropriate.
 - (vii) Serve on any standing or SGC ad hoc committees as appointed by the Senate Chairperson, volunteered or elected.
 - (viii) Participate in trips that enhance student knowledge of the SGC, a student organization, or campus and/or issues related to higher education.
 - (ix) Enact all guidelines considered necessary and proper by a majority vote of the SGC for the general welfare of its Senators.
 - (x) Follow all procedures for general and special elections according to the current election code.



- (xi) Champion KUMC initiatives that provide a positive benefit to KUMC students.
- (xii) The Senate, shall as the first order of business following the Fall General Election, elect a Chairperson from among its membership.
- (xiii) The Senate shall have the power to approve executive appointments and also to override a veto of the Executive Committee by a 2/3rds vote of the full voting membership of the Senate. In the event that the Senate shall override a veto, the legislation in question shall become policy immediately.
- (xiv) The Senate shall vote to approve policies on acquisition and expenditure of Student Government funds as proposed by the Budget Committee.
- (xv) The Senate shall have the power to impeach any member of the Executive Committee for:
 - 1) Failure to carry out the policies adopted by the Senate.
 - 2) Failure to abide by the Constitution.
- (xvi) Ten percent (10%) of the general student body may petition the Student Governing Council on any issue, and such petition when certified, shall require a referendum vote by the general student body, which may, by majority vote, overrule both the Executive Committee and the Senate.
- (xvii) Unless otherwise provided for in the Constitution, in accordance with the SGC Bylaws all actions of the Senate shall be by a majority vote of those present and voting, a quorum being present.
- (xviii) Powers not otherwise stated in the SGC Bylaws are reserved to the Executive Committee.
- (d) Alternate Senator Duties.
 - (i) Serve in the place of a SGC Senator that is unable to fulfill his or her obligations, which are laid out in the SGC Bylaws (Section 1.05).
 - (ii) Each alternate Senator is strongly encouraged to attend the first SGC meeting of the academic year, as well as all other meetings so as to provide them with adequate knowledge of SGC issues and policies in the event they are required to assume the role of Senator for their component/campus.
 - (iii) Alternate Senators have the same privileges as SGC Senators, but are ex-officio when the elected Senator is present at the senate meeting.
- (e) Absence Policy



- (i) Members of the Senate shall not miss more than 2 meetings without proper excuse. After one unexcused absence the Senator will be required to meet with a member of the Executive Committee and an SGC advisor.
- (ii) Alternate members are not required to attend meetings, but are highly encouraged to do so. While they may not have an official vote, their input is of great value and they are able to remain current on SGC issues. (As stated in the Constitution, in absence of a School's regular voting member, the alternate gains full voting rights.)
- (iii) Meetings subject to these rules include Senate meetings. Other meetings may be included at the discretion of the SGC President or Senate Chairperson.
- (iv) Absence Excuses
 - 1) If the impending absence is known ahead of time, the excuse should be submitted at least 2 days before the meeting
 - 2) If an absence occurs unexpectedly (e.g. illness), it must be submitted within 72 hours of the end of the missed meeting.
 - 3) An excuse for an absence should be submitted to the SGC Secretary. The SGC Vice President, Senate Chairperson, and Director of Student Life may be copied on the notification.
 - 4) The alternate member must be notified by the individual missing a meeting as soon as possible so that he/she may be present for the meeting.
 - 5) Definition of Excused Absence:
 - a) Students on away rotations.
 - b) Students with travel plans (i.e. on vacation) or attending conferences.
 - c) Students attending classes, lectures, PBL sessions, or clinical duties.
 - d) Students with illnesses that required them to miss school/work.
 - e) Students who are post-call.
 - f) Any other reason deemed reasonable by a majority of the Executive Committee members.
 - 6) Members with excessive absences shall be removed from office as outlined in the SGC Bylaws Section 1.08.

Section 1.06 Parliamentary Procedures

- (a) Robert's Rules of Order



- (i) Each SGC meeting shall be conducted according to Robert's Rules of Order. A copy of these rules will be distributed to all Executive Committee members along with the Constitution and SGC Bylaws prior to the first meeting.
 - (ii) The SGC Constitution and SGC Bylaws will be distributed to the Senators and Alternate Senators no later than two (2) weeks prior to the first meeting of each academic year with the expectation that they will be familiar with the documents.
- (b) Quorum
- (i) A quorum of the Senate shall be required for any vote to be official.
 - (ii) A quorum of the Senate is defined as a majority of current voting Senate, as the Senate is laid out above this would be 12.
- (c) Meeting Frequency
- (i) Meetings of the Student Governing Council shall be public and shall be held at least once a month during the scholastic year.
 - (ii) The Senate shall meet on the first and third Wednesdays of each month.
 - (iii) Senators, SGC Executive Officers, and guests must sign in at each meeting for official records.
 - (iv) The first meeting of the new Senate year will be the first meeting of the Fall Semester.
 - (v) The meetings will be conducted in a predetermined room on campus designated by the Executive Committee.
 - (vi) Senators will be considered officially in attendance and present (if due to academic conflicts only), if attending the meeting via video or teleconference.
 - (vii) Senators who are attempting to be considered present via alternative modalities must acquire prior approval. Approval can be obtained via email by writing a request to the Senate Chairperson, Senate Secretary and Senate Advisor in the Office of Student Life. This request must be done prior to the start of the meeting.
- (d) Meeting Agenda
- (i) The SGC Chair will create the agenda for each SGC meeting after consultation with the Executive Committee, Office of Student Life and the central administration.
 - (ii) Any Senator (or Alternate Senator) can submit an issue to the Senate Chairperson for inclusion in the meeting agenda. Agenda items must be finalized no later than five (5) days prior to the meeting so the agenda can be distributed to all the Senators and Alternate Senators.
- (e) Senate Voting



- (i) The motions to "table" (or "lay on the table") and to "postpone" shall be equivalent and shall require a majority vote. A motion to table indefinitely shall be equivalent to the motion to "postpone indefinitely," which shall mean to kill the motion. Any other motion to table or postpone must be made to a certain time, which may not be beyond the meeting immediately succeeding the one [meeting] in which it was made. If a member of the Senate determines that the Senate Chairperson, in error, has permitted a motion to be tabled without a certain time, during any meeting (before the end of the Senate session in which the motion was made) a member of the Senate shall reinstate the question by a point of order.
- (ii) Friendly amendments, of any type, shall be out of order except for the following purpose: if a resolution shall contain grammatical or other typographical mistakes, a member may propose this amendment to correct it. In such an event, this amendment shall require only the approval of the sponsor.
- (iii) When the presiding officer has closed debate, and at such times when the call for the vote may be in order, he or she shall take the vote by ordering a roll call vote. Other methods may be used if desired. Where an election or confirmation vote is in order, a ballot vote shall be the only form of voting used. When there is a final vote on a resolution, a roll call vote shall be the desired voting method. A majority vote of the Senate shall order a change in vote taking techniques on any item not already prescribed in these rules.
- (iv) When a roll call vote is ordered, the names of Senators shall be called alphabetically; each Senator shall, without debate, declare his or her vote on the question. No Senator shall be permitted to vote after the discussion shall have been announced by the presiding officer, but may, for sufficient reasons, with unanimous consent, change or withdraw his or her vote. No motion to suspend this rule shall be in order, nor shall the presiding officer entertain any request to suspend it by unanimous consent.
- (v) Unanimous Consent. Following the call for a vote by the presiding officer, but not after the first vote is cast; any Senator may call for consent. The presiding officer will then ask the Senate for consent. Should any Senator decline consent, the appropriate vote shall proceed.
- (vi) If a Senator feels they are not informed on an issue, he or she can abstain from voting. A Senator may also abstain on any matter when he or she believes that his or her voting would be a conflict of interest.
- (vii) Abstentions shall be equivalent to a non-vote, therefore will not add to the majority or minority portions of the vote.

Section 1.07 Academic Standing and Senate Selection

- (a) All members, both Senators and Alternate Senators, shall be in good academic standing as defined by their respective components.



- (b) In addition, they each must be students within the KUMC for the entire duration of their tenures as Senators or Alternate Senators.
- (c) Senator Selection
 - (i) The membership of the Senate shall provide for representation of all Schools.
 - a) Two (2) Senators and at least one (1) Alternate per class from the School of Medicine for a total of 8 voting SOM representatives.
 - b) Two (2) Senators and at least one (1) Alternate per class from the School of Nursing for a total of 4 voting representatives.
 - c) Eight (8) Senators and at least four (4) Alternates from Graduate Studies for a total of 8 voting representatives.
 - d) Two (2) Senators and at least one (1) Alternate from the School of Health Professions for a total of 2 voting representatives.
 - (ii) The vote shall not be part of another voting process or organizational election process.
 - (iii) The members of the Senate, including the Chairperson, shall serve for a term of one (1) calendar year.
 - (iv) The Elections for Senators shall be held prior to the first SGC meeting of the Fall Semester such that Senator positions for each school are filled.
 - (v) At no one time can any student represent more than one academic component.
- (d) Senator Elections
 - (i) All students duly registered at KUMC shall be eligible to vote in elections of the Student Government.
 - (ii) The Elections for Senators shall be held prior to the first SGC meeting of the Fall Semester such that Senator positions for each School are filled.
 - (iii) On the ballot of any election held by the Student Government at any one time, no student shall be eligible to file for more than one (1) position in the SGC.

Section 1.08 Vacation of Position



- (a) If at any time there is a Senator or Alternate Senator who is thought to be unable to perform the duties, as outlined in the SGC Bylaws, including two unexcused meetings, the SGC Executive Committee shall first meet with the Senator or Alternate Senator and then meet to discuss the Senator's/Alternate's situation. Following a discussion of the situation, the SGC Executive Committee shall vote according to the policies outlined in the SGC Bylaws. This vote shall be presented to the Vice Chancellor of Student Services, and a new Senator will be chosen by the affected component according to current policy.
 - (i) Should a Senator vacate his/her position prior to the end of his/her term for any reason, he/she will be succeeded in the following order:
 - 1) Current alternate.
 - 2) A newly elected Senator.
 - 3) A newly elected Alternate.
 - 4) If necessary, a special election shall be held to fill this position.

Section 1.09 Impeachment/Removal of Elected Representatives

- (a) Following the submittal of a petition to remove or impeach an officer or representative signed by no fewer than five (5) of the voting members of the council. A written vote shall be taken; the results of which shall be tallied and reported by the Secretary. A two thirds (2/3) vote constitutes removal from office. The vacancy shall be filled according to SGC Bylaws. Full due process will be given to both sides of the matter before the Council takes a vote.

Article II. SGC EXECUTIVE COMMITTEE

Section 2.01 Purpose of Executive Committee

- (a) The SGC Executive Committee will work closely with central administration of KUMC toward the creation, implementation, and accomplishment (if appropriate) of yearly issues for the SGC as identified by the Annual Student Survey and other issues and concerns that are brought to the attention of the SGC or central administration.

Section 2.02 Organization of the Executive Committee

- (a) The Executive Committee shall be comprised of the five (5) officers outlined by the Constitution and may include other committee officers in a non-voting capacity as designated by the Senate Chairperson.

Article III. SGC EXECUTIVE COMMITTEE OFFICER POSITIONS



Section 3.01 The officer positions of SGC shall exist as outlined in the SGC Constitution. Additional officer positions can be added as deemed necessary by the SGC or SGC Executive Committee.

Section 3.02 Duties and Responsibilities of Officers

(a) Senate Chairperson, KUMC SGC

- (i) To create the agenda, set the tone, and run all of the SGC meetings.
- (ii) To attend all KUMC Executive Committee meetings.
- (iii) To serve as an ex-officio non-voting member of all standing committees.
- (iv) To serve as the Vice Chair of the Budget Committee.
- (v) To create ad hoc committees as deemed necessary and appropriate.
- (vi) To ensure that all provisions set forth in the SGC Constitution and SGC Bylaws are faithfully executed and adhered to.
- (vii) To cast a vote only in the case of a tie.

(b) President, KUMC SGC

- (i) To be the official representative figure of the University of Kansas Medical Center Student Government Council.
- (ii) To attend all SGC Executive Committee meetings.
- (iii) To communicate SGC recommendations to the KUMC Executive Vice Chancellor and central administration.
- (iv) To serve as an ex-officio non-voting member of all standing committees.
- (v) To assist the Chair of the SGC in senate meetings.
- (vi) Serve as the Chair of the Interprofessional Committee.

(c) Vice President, KUMC SGC

- (i) To assist the Chair and President of the SGC.
- (ii) To attend all SGC Executive Committee meetings.
- (iii) To coordinate Ticket distributions
- (iv) To act as Intramural Sports Commissioner



- (v) To assume all responsibilities and duties of the President in the absence of the President and to assist with Executive Committee projects.
- (d) Treasurer, KUMC SGC
- (i) To develop the annual budget, with assistance from the Executive Committee for presentation to the full Council.
 - (ii) To serve as Chair of the Budget Committee
 - (iii) To attend all SGC Executive Committee meetings.
 - (iv) To monitor budget expenditures and report them to the SGC on a monthly basis.
 - (v) To be responsible for such other tasks as may be assigned by the Chair or the President.
 - (vi) To notify student groups of approval or rejection of funding awards.
- (e) Secretary, KUMC SGC
- (i) The duties of the Secretary are:
 - (ii) To record attendance at all SGC meetings and reflect it in the minutes.
 - (iii) To attend all SGC Executive Committee meetings.
 - (iv) To record, write up, and distribute the minutes from all SGC meetings to each of the Senators, Alternate Senators, Executive Committee and SGC advisors.
 - (v) To assist in disseminating vital information to students throughout the KUMC regarding upcoming KUMC-wide activities.
 - (vi) To work to keep the SGC list-serve updated and put the meeting minutes on the SGC website if applicable.
 - (vii) To maintain an archive of SGC activities and accomplishments.

Section 3.03 Executive Elections

- (a) The Executive election will be held at the first SGC meeting in November, and the election of the Senate Chairperson will be held subsequently.
- (b) Nominations
 - (i) Any current Senator who meets the requirements and qualifications set forth in article five is eligible for nomination to an office in the Student Government.



- (ii) A student shall nominate him/her-self by completing the Nomination Form available in the Student Government Office. This form, prepared by the Executive Committee, shall require the full name of the nominee, his/her classification, the office being sought, the nominee's local address and telephone number, and his/her signature.
 - (iii) Solicitation for nominations will begin one month prior to the election and will end two weeks prior to the election.
 - (iv) The Executive Committee shall certify the eligibility of each nominee.
 - (v) Each nominee shall be advised of the duties of the office that he/she is seeking, and shall receive a copy of the Constitution.
- (c) Conduct of the Election
- (i) Election Procedure
 - 1) The actual conduct of the Executive Election shall be in the hands of the Senate Chairperson. The Senate Chairperson shall appoint a Committee of disinterested individuals to count the votes cast for each candidate.
 - 2) A candidate receiving a majority of the votes cast for the office he/she is seeking shall be duly certified as elected. If no candidate for a particular office receives a majority of the vote cast for that office in the General Election, a Run-Off Election shall be called for that office between the candidates who received the highest number of votes.
 - 3) The Senate Chairperson shall decide the number of Run-Off places to place on the Run-Off ballot for each position. The Run-Off winner shall be the candidate with the highest number of votes. A second Run-Off shall be held as the first Run-Off in the case of a tie.
 - 4) The results of a General or Run-Off Election shall be posted in a public place on the KUMC campus within 48 hours after said election.
 - 5) When there shall be a need for a Run-Off Election, said election shall be held immediately.
 - (ii) Newly Elected Officers
 - 1) Newly elected officers will continue to fill their senate position until the newly elected term begins in January. They will still retain their rights, including voting rights, while being trained in their newly elected positions.

Article IV. COMMITTEES

Section 4.01 Purpose of SGC Committees



- (a) The Student Governing Council shall delegate responsibility to various committees that will be responsible for reporting progress back to the full Council. The committees will be determined and reviewed each spring by the Executive Committee, and committee chairs will be elected the second meeting after the new senate year begins.
- (b) Every Senator shall be a member of at least one committee. If a Senator has not volunteered to be part of a committee, the Senate Chairperson of SGC will appoint that Senator to a committee(s).
- (c) Each committee will have a Chair that will preside over the committee. The Chair must be a Senator. There should also be an additional Senator who will be the number two Senator on the committee and can serve as the Chair in case of an absence.

Section 4.02 Standing Committee Formation and Assignment

- (a) The Senate Chairperson or Executive Committee shall choose committee members on a volunteer basis upon solicitation. In the case that there are not enough volunteers to fill each committee the Executive Committee shall invite Senators to participate as committee members.
- (b) Non-senator students will be solicited to join committees.

Section 4.03 Committees

- (a) The committee for Student Services shall:
 - (i) Report to the Senate its recommendations concerning the relationship, actions, and activities of KUMC campus organizations to the Student Body
 - (ii) Report to the Senate its recommendations concerning all matters involving the life of students on the KUMC campuses.
 - (iii) Create ways to enhance Senator relations with the student body, faculty, staff and administration.
 - (iv) Meet with the Vice Chancellor for Student Services at least once each long semester.
 - (v) Report to the Senate on State and Federal legislative matters pertaining to Student Affairs.
 - (vi) Have members serve on Subcommittees for Student Health, Student Life, Educational Support and Student Counseling, Financial Aid, Registrar, and the Kirmayer Recreation Center.
- (b) The committee for Support Services shall:
 - (i) Report to the Senate its recommendations concerning the relationship, actions, and activities of KUMC support service departments as they relate to the Student Body



- (ii) Report to the Senate its recommendations concerning all matters involving support services as they relate to students on the KUMC campuses.
 - (iii) Create ways to enhance Senator relations with the student body, staff and administration of student services.
 - (iv) Form subcommittees in support services at the discretion of the Executive Committee and or Senate to be held for the academic year including the following committees: Parking, technology, information resources and Library.
 - (v) Form Ad-Hoc Committees when deemed necessary at the discretion of the Committee Chair.
- (c) The Committees for Public Relations shall:
- (i) Write a bi-monthly article for the Student Life Website summarizing the proceedings and events of Student Senate.
 - (ii) Report to the Senate its recommendations concerning the relationships of KUMC to the public, including image building and recruitment.
 - (iii) Work with the president of Student Senate to produce all materials that advertise the events that Student Senate organizes.
 - (iv) Report to Student Senate its recommendations for improving campus and public awareness of Student Government events.
 - (v) Meet with the Director of Communications at least once each long semester.
 - (vi) Facilitate the maintenance of the Student Government website.
- (d) The Interprofessional Committee shall:
- (i) Form a subcommittee for the Annual Street Fair.
 - (ii) Organize and carry out Faculty Appreciation Day.
 - (iii) Develop and grow inter-professional activities throughout the year

Article V. SGC ADVISOR and Mentors

Section 5.01 Selection

- (a) The SGC Advisor will be the Director of Student Life unless otherwise specified by the Vice Chancellor for Student Services of KUMC.
- (b) The Vice Chancellor of Student Services and or his designee shall serve as mentors to the SGC and its committees.



Section 5.02 Duties

- (a) In addition of the responsibilities outlined in the Constitution, The SGC Advisor shall perform the following duties:
 - (i) Serve as a liaison between the KUMC administrative offices and the SGC and facilitate the conveyance of information between these separate bodies.
 - (ii) Perform all other tasks as assigned by the Vice Chancellor of Student Services, Senior Vice Chancellor or the Executive Vice Chancellor within the SGC.

Article VI. AMENDMENT OF THE CONSTITUTION AND BYLAWS

Section 6.01 Approving Vote

- (a) Amendments to the Student Government Council Constitution or SGC Bylaws may be established by a two-thirds (2/3) vote of the total Senator membership of the SGC senate. In the case of Constitutional amendments, final approval must be obtained from the Vice Chancellor for Student Services.
- (b) Proposal of Amendments
 - (i) Any SGC Senator may propose new amendments or modifications to existing articles of the Constitution and/or Bylaws during any regular meeting by making a motion to do so. If the motion is passed, then the following events will take place depending on the type of amendment:
 - (ii) An approving vote for a Bylaw revision will render the proposal effective immediately. All SGC Bylaws must be in agreement with the Constitution or they are null and void.
 - (iii) An approving vote for an amendment to the Constitution will require that the Vice Chancellor of Students Services approve the new amendment at which time it will become effective.