

CONSTITUTION OF STUDENTS OF THE UNIVERSITY OF NEBRASKA
MEDICAL CENTER

PREAMBLE

We, the students of the University of Nebraska Medical Center, with the consent of the Board of Regents of the University of Nebraska, do hereby ordain and establish the Constitution for the administration of student government.

ARTICLE I. NAME

The name of student government at the University of Nebraska Medical Center shall be the Student Senate, hereinafter referred to as the Senate.

ARTICLE II. PURPOSE

2.1 This organization shall exist for the purpose of influencing policy and promoting the interests of all students attending the University of Nebraska Medical Center and to serve as an agency through which relationships between students, faculty, the administration and the general public may be maintained.

2.2 This organization shall act as the official representative of the student body at the Medical Center pursuant to Section 2.13 of the Bylaws of the Board of Regents of the University of Nebraska.

ARTICLE III. DUTIES AND RESPONSIBILITIES

The Senate shall have the power to:

1. Formulate all recommendations, policies and Bylaws that shall be necessary and proper for execution of powers vested by this Constitution in the student government of the University of Nebraska Medical Center.
2. Determine its own rules and procedures provided that such rules and procedures do not infringe upon the powers established by this Constitution.
3. Determine its internal committee structure.
4. Serve as liaison, at such times as the general welfare of students and/or the University shall require, between students and:
 - (a) faculty;
 - (b) administration;
 - (c) Board of Regents (and/or their representatives);
 - (d) state legislature; and
 - (e) general public.
5. Adopt resolutions on public issues and recommendations concerning affairs that effect the University of Nebraska Medical Center.

6. Collect student opinions and attitudes through its separate members on issues and aspects of student life as those opinions and attitudes exist in the Colleges and Schools of University of Nebraska Medical Center.
7. Prescribe a time, place and manner of holding Senate meetings.
8. Authorize expenditures from Senate funds.
9. Sponsor, authorize, or regulate rallies, assemblies and convocations of students subject to the restriction of the Bylaws of the Board of Regents of the University of Nebraska.
10. Remove from office any Senator for gross malfeasance of office, or violation of the eligibility requirements set forth on this Constitution.
11. Administer awards initiated by Senate.

ARTICLE IV. OFFICERS

4.1 Officers: The Executive Committee of the Senate shall be the President, Vice President, Secretary, Treasurer, Academic Affairs Chair and Activities Chair.

4.2 Duties of Officers:

1. President:

- (a) To introduce resolutions, recommendations or general measures to the Senate;
- (b) To set the agenda and publicize its contents prior to each Senate meeting in consultation with the Senate Vice President, Secretary, Treasurer, Academic Affairs Chair and Activities Chair;
- (c) To order the Electoral Commission to schedule and conduct a referendum or general election as directed by the Senate;
- (d) To serve as an official representative to the Senate with voting privileges but not as a representative of any entity;
- (e) To enact by decree anything approved at a referendum or an election and to declare null and void anything rejected by a referendum or election;
- (f) To call special sessions of the Senate;
- (g) To be responsible for the execution of all provisions of the Constitution, to carry out newly enacted resolutions and recommendations and legislation of the Senate, and to report all executive action to the Senate;
- (h) To represent the University of Nebraska Medical Center as the Student Regent on the Board of Regents of the University of Nebraska;
- (i) To represent the Senate in a ceremonial capacity and to state student opinion before public and official assemblies and in correspondence;
- (j) To approve or veto, by affixing a signature, all legislation, recommendations or resolutions enacted by the Senate;

- (k) To recommend student members to be appointed to University of Nebraska Medical Center committees as requested by the Chancellor or his/her representative;
- (l) To preside over meetings of student rallies, convocations or assemblies sponsored by the Senate subject to restrictions of the Bylaws of the Board of Regents of the University of Nebraska;
- (m) To serve as a chairperson and voting member of the Executive Committee
- (n) To authorize the expenditure of up to \$50 for office supplies and equipment as needed by the Senate office to conduct Senate affairs.
- (o) To propose for passage by the Senate a budget for the upcoming fiscal year by April 1st; and
- (p) To create or dissolve, in consultation with the Executive Committee, liaison positions to be voted on by full Senate for the term.

2. Vice President:

- (a) To succeed to the office of President in the event of a vacancy of that office until a general election can be held for election of a new President to fill the unexpired term office;
- (b) To exercise the duties of the President in the absence of that officer;
- (c) To assume such duties as shall be assigned by the President;
- (d) To perform the duty of parliamentarian at meetings;
- (e) To serve as an official representative to the Senate with voting privileges but not as a representative of any entity; and
- (f) To serve as chairperson and voting member of the Issues Committee.

3. Secretary:

- (a) To record and make public all Senate activities including attendance, proposal voting, and minutes of all Senate meetings; and
- (b) To succeed to the office of Vice President and/or President, in the event of a vacancy of these offices until a general election can be held for election of a new President and/or Vice President to fill the unexpired term office.

4. Treasurer:

- (a) To record and publicly report the status and transactions of the Senate treasury at every at-large/public Senate meeting;
- (b) To propose to the President a budget for the next fiscal year by March 1st;
- (c) To serve as a voting member on the Activities Committee; and
- (d) To present the status of student fees publicly, once per term, to the Senate.

5. Academic Affairs Chair:

- (a) To serve as chairperson and voting member of the Academic Affairs Committee; and
- (b) To serve as a student representative of Senate on the university's Education Council.

6. Activities Committee Chair:

- (a) To serve as chairperson and voting member of the Activities Committee.

4.3 Term of Office: The President, Vice President, Secretary, Treasurer, Academic Affairs Chair and Activities Chair shall serve for a term of one (1) year or until successors are elected and installed. The term of office for all members of the Senate shall be April 1st to March 31st, with exceptions to be determined by the Electoral Commission.

4.4 Qualifications for Office: Officers must be regularly enrolled students, in good academic standing, and be part of a program/college that designates fees to the University Program and Facilities Fees (UPFF) at the University of Nebraska Medical Center Campus and shall meet any requirements as may be set by the Board of Regents.

4.5 Election to Office:

- 1. The President and Vice President shall be elected by the student body according to rules contained in this Constitution and as developed by the Electoral Commission and approved by the Student Senate. The President and Vice President may be elected by a majority vote or by a ten percent (10%) margin over the next highest candidate. Failing either of these tests, a runoff election by a majority vote between the top two candidates shall be held.
- 2. The Secretary and the Treasurer shall be elected by a majority vote from the Senate membership at the first regular meeting of the new Senate.

4.6 Vacancies:

- 1. President: The Vice President shall complete the term of office of the President in the event that the office becomes vacant.
- 2. Vice President: The Secretary shall carry out the duties of the Vice President until a special election can be held to fill the vacancy.
- 3. Secretary or Treasurer: The Senate shall elect a new Secretary or Treasurer from its membership to complete the term of office in event that either of these offices becomes vacant.

ARTICLE V. MEMBERSHIP

5.1 Composition: The Senate shall include representatives from each of the following Colleges and Schools of UNMC: Allied Health, Graduate Studies, Medicine, Nursing,

Pharmacy, Public Health. The number of senators from each College or School shall be determined proportionally according to the size of the UNMC College or School enrollment on a ratio of one Senate seat for each fifty (50) students rounded to the nearest fifty (50). A senator may not represent more than one UNMC College or School in the same term.

1. The college of Medicine, Nursing, and Pharmacy: Representation from these units shall consist of the president of each class or the vice-president of a class as required to fill the allotted positions.
2. School of Allied Health Professions: Representation shall consist of one elected senator from each of the following programs: physical therapy education, physician assistant, and radiation science technology education; plus additional members elected at-large to fill the remaining allotted positions.
3. College of Public Health representatives are elected at-large each year. The COPH Student Association President, or designee, is an elected designated Senator.
4. College of Graduate Studies representatives are elected at-large each year. The Graduate Student Association (GSA) President, or designee of the GSA upon appointment by the GSA President, is an elected designated Senator.

5.2 Term of Office: Senators shall serve for a term of one (1) year or until successors are elected and installed. The term of office shall be the same term of office as stated in Section 4.3.

5.3 Qualifications for Office: Senators must be regularly enrolled students, in good standing in the UNMC College or School they will represent and shall meet any requirements established by the Board of Regents of the University of Nebraska.

5.4 Election to Office: Senators shall be elected to office by the student body of the respective UNMC College or School in elections held concurrently with that of President and Vice President according to rules outlined by the Electoral Commission and approved by Senate.

5.5 Vacancies:

1. Due to Graduation: At the beginning of the academic year, each college or program of study shall, from its membership, fill any vacancies in that College or School's allotted positions to serve for the remainder of the term as outlined in 5.1 except that Senators enrolled in academic programs of one year duration or less shall serve a term concurrent with the academic program.

2. Other: A Senate seat shall be declared to be vacant after three (3) absences. This may be appealed to the Executive Committee. If an appeal is granted, an

additional one (1) absence will result in vacancy of the seat. Seats declared vacant, except as provided in 5.5 (1), shall be filled by an election conducted by the college or class in which the vacancy occurs.

ARTICLE VI. SENATE STANDING COMMITTEES

6.1 Senate Standing Committees: The Standing Committees of the Senate shall be an Executive Committee, Activities Committee, Academic Affairs Committee, and Issues Committee.

1. Other committees may be established by vote of the Senate, in which case they shall continue until such time as the Senate votes to eliminate them.

6.2 Committee Membership:

1. Each Senate member shall serve on at least one (1) Senate Standing Committee.
2. The membership of all Senate standing committees, except the Executive Committee, shall be established as follows:
 - (a) The President shall at the first Senate meeting of each term, survey members as to their preference of committee(s); and
 - (b) Taking each Senator's preference into consideration, the President shall then appoint Senators to each committee.
3. The membership of the Executive Committee shall be the President, Vice President, Secretary, Treasurer, Academic Affairs Chair and Activities Chair of Senate, and sufficient at-large Senators to guarantee at least one representative from each college. The at-large members of the Executive Committee shall be appointed by the Senate President within one month of taking office or in the event of a vacancy.

Committee Chairperson: The Chairpersons of the standing committees shall be elected by the Senate at its first meeting of the term and will serve as follows: Executive Committee—Senate President, Issues Committee—Senate Vice President, Activities Committee—Senate Activities Committee Chair, Academic Affairs Committee—Senate Academic Affairs Committee Chair.6.3 Committee Meetings: Senate Committee meetings shall be called at the discretion of the Senate President or the Committee Chairperson with at least 24 hours notice.

6.4 Powers, Duties, and Responsibilities:

1. No action binding the Senate shall be taken by any committee, except as delegated to the committee by a vote of the Senate, or as permitted under the duties of the committee, or as requested by the Senate President.
2. Activities Committee: The duties and responsibilities of the Activities Committee shall be:

- (a) To plan, organize, publicize, schedule, and conduct all Senate sponsored campus-wide events for students on the UNMC campus, as directed by the Senate;
 - (b) To plan, organize, publicize, schedule and conduct all Senate sponsored philanthropic events for members of the Senate as well the UNMC student body;
 - (c) To staff and enlist the assistance of other Senate members and UNMC students to serve as volunteers to conduct these events; and
 - (d) To submit a budget for each event to the Senate for approval prior to the event.
3. The Academic Affairs Committee: The duties and responsibilities of the Academic Affairs Committee shall be:
- (a) To administer and select the nominee for the UNMC Student Senate Distinguished Mentor Award;
 - (b) To review policies and make recommendations for administrative changes; and
 - (c) To serve as student representatives on campus-wide standing committees related to education and curriculum.
4. Issues Committee: The duties and responsibilities of the Issues Committee shall be:
- (a) To study, investigate, and make recommendations regarding issues of concern to the Senate and all UNMC students, particularly those issues affecting the affairs of members of the UNMC student body, including campus and university policy as well as local, state and federal actions;
 - (b) To utilize all means available to notify the student body of these issues; and
 - (c) To submit a budget to fulfill these duties, if necessary, to the Senate for approval prior to the event.
5. Executive Committee: The duties and responsibilities of the Executive Committee shall be:
- (a) Shall have the power to authorize emergency expenditures by a two-thirds vote of its members for the following items up to the indicated amount when necessary to conduct Senate affairs and when the entire Senate cannot be convened due to the lack of a quorum during the summer, or while school is not in session;
 - (b) Appropriate and recommend travel of a Senate member up to \$1000.00 per person;
 - (c) To conduct student affairs or maintenance of Student Senate interests up to \$650.00.
 - (d) To serve as a consultant group for the President during times when the full Senate is not in session; and
 - (e) To report all Executive Committee actions to the full Senate at the next regularly scheduled Senate meeting; and

- (f) To hear appeals regarding absence absence-based vacancies and decide appropriate actions.

ARTICLE VII. ADVISORS

The Senate shall have as advisors, the Chancellor of the University of Nebraska Medical Center and designated members of the Chancellor's council or faculty appointed in consultation with the Senate President. The Executive Committee will annually nominate the primary advisor to the Senate, seek approval of full Senate by vote, and approval by the Chancellor.

The duties of the primary advisor shall be to:

- (a) Attend all regular monthly Senate meetings and Committee meetings upon request;
- (b) Provide individual and group consultation to the Senate leadership, committees, and individual Senators;
- (c) Offer historical context and institutional memory during Senate deliberations;
- (d) Assist administration of Student Senate elections by serving as a member on the Electoral Commission; and
- (e) The primary advisor shall be designated as the signatory authority on any funds held by charitable foundations in the name of the Senate and shall act in the express interests of the Senate.

ARTICLE VIII. AWARDS

8.1 The Senate shall have the capacity to initiate awards for excellence in matters of student interest.

ARTICLE IX. MEETINGS AND RULE OF ORDER

9.1 Regular Meeting: Meetings of the Senate shall be scheduled and called at the discretion of the President but they will be held no less than once every four (4) weeks.

Notice of meetings shall be given to members at least five (5) days prior to the meeting.

9.2 Special Sessions:

1. The President or any three Senators may call a special meeting of the Senate at any time upon proper notification of the President of Senate, an advisor, and by written notification to all Senate Senators with at least a forty-eight (48) hour notice; and/or
2. A petition signed by twenty-five (25) students presented to the Senate advisor(s) or the Senate President. The petition shall require the Senate officers to call a special meeting within one week. A notice shall be sent to all Senate Senators at least forty-eight (48) hours prior to the special session.

9.3 Meeting Rules: All meetings of the Senate shall be conducted according to the Robert's Rules of Order. All meetings are open to the public. Business, except otherwise specified in Section 8.5, shall be transacted by a simple majority vote.

9.4 Agenda: A formal agenda for each meeting shall be prepared by the President with the priority of presentation of subjects for consideration to be determined by the order in which the items were submitted. Members of the Senate may make additions to the agenda at each meeting after the formal agenda items are considered. The agenda may be altered by a vote of the senators present at a meeting. The agenda shall be posted and made public prior to each meeting.

9.5 Quorum: Fifty percent (50%) of the Senate membership shall constitute a quorum for the transaction of business.

9.6 Special Voting Requirements: The following actions will require a two-thirds (2/3) majority vote of members present at an Senate meeting: override of Senate President's veto; removal of a Senator from office; impeachment of an officer of Senate; amendments to the constitution; authorization of special elections and/or referendums; modifications of the budget; changes in student fees.

ARTICLE X. FINANCES

10.1 Budget: During the spring The President, in consultation with the Executive Committee, shall submit a proposed budget to Senate for approval for the ensuing fiscal year (July-June) by April 1st. Modifications to the budget may be approved by a two thirds (2/3) vote of the Senate members present at an Senate meeting.

10.2 Student Fees: Changes in the amount of student fees to be collected for Fund A for the ensuing fiscal year shall be proposed by a two-thirds (2/3) vote of the Senate members present and voted on at an Senate meeting. The proposed student fee amount shall not be effective until approved by the Chancellor.

10.3 Expenses: Expenses of Senate officers, advisors and Senators will be paid from the treasury with prior approval of the Senate. Expenses incurred personally without prior approval must be submitted for approval to the Senate within one (1) month or they shall be the responsibility of that individual. Any expenditure greater than \$50.00 requires prior approval. Submission of expenses in excess of \$50.00 that do not receive prior approval as specified herein will mean that if reimbursement is made, it shall not exceed this \$50.00 limit, the remainder being the responsibility of the individual.

ARTICLE XI. UNMC POLICY/FEE REVIEW PROCESS

11.1 Although Senate approval is not required for University of Nebraska Medical Center student policies or fees, some administrative offices or campus organizations seek Senate support for new policies or fee changes. Policies submitted for review will be available to all Senate members and the final recommendation on the proposed policy/fee will be sent by the Academic Affairs Committee or another committee, as appointed by the President.

11.2 In the event of an emergency request, the Executive Committee holds the power to override section 11.1.

ARTICLE XII. ELECTIONS

12.1 Electoral Commission: The Senate President shall appoint, with the concurrence of the Senate, an Electoral Commission to conduct required elections and referendums.

12.2 Membership: The Electoral Commission shall consist of the president and at least three but not more than seven Senate members. The Student Senate Primary Advisor will serve as advisor to the Electoral Commission. Commissioners may not run for office in an election under the Commission's jurisdiction.

12.3 Term of Office: Members shall serve until the completion of the next general election.

12.4 Date of Elections: Election of the President, Vice President, and at-large Senators shall be held annually to coincide with the term in Section 4.3.

12.5 Recall Elections: Any officer may be recalled by a petition signed by at least ten percent (10%) of all regularly enrolled students on the Medical Center campus of the University of Nebraska Medical Center. In the event of the filing of a recall petition, the petition must be ratified by a simple majority vote of the Senate at its next regularly scheduled meeting. If a recall petition is ratified by the Senate, the Electoral Commission shall schedule and conduct a recall election within thirty (30) days of the date that the petition is ratified by the Senate. If the recalled official receives a majority of the votes cast in the recall election, then he/she shall continue in office for the remainder of his/her term. If the recalled official fails to receive a majority of the votes cast, he or she shall be removed from office.

12.6 Special Elections and Referendums: The Senate, by a vote of two-thirds (2/3) of the members present at a regular meeting, may authorize a special election or a referendum which shall be scheduled and conducted by the Electoral Commission within six weeks of the date of authorization.

12.7 Election Rules: The Commission shall develop regulations for the conduct of each election that shall include, but not be limited to, the following provisions: a filing period of not less than two (2) weeks; public posting of candidates for office at least two (2) weeks prior to the election, except in the case of recall elections; establishment of sufficient polling areas to be convenient to students across the campus; tabulation, announcement and certification of election results; and, development of regulations for fair campaign practices and procedures for handling infractions of regulations which shall be approved by the Senate at a regular meeting. No changes in rules may be made after public notice of filing for any subsequent election is made.

12.8 Board of Regents of the University of Nebraska Regulations: No part of the regulations devised by the Electoral Commission shall conflict with policies, regulations, or rules of the Board of Regents of the University of Nebraska relating to student elections.

12.9 Security: The Electoral Commission and Student Senate Primary Advisor shall provide for appropriate security measures for printing, storing, transporting, or otherwise handling ballots for any election.

12.10 Notification: The Chancellor of the University of Nebraska Medical Center, the Secretary of State, and the Corporation Secretary of the Board of Regents shall be notified in writing the results of the student Senate election.

12.11 Absentee Ballots: Students who will not be at the University of Nebraska Medical Center campus during any election due to official recognized University of Nebraska Medical Center business or assignments will be permitted to vote by Absentee Ballot using a procedure outlined in the election rules.

12.12 Disabled Ballots: Disabled shall mean that a student is unable to attend class due to confinement to student health or hospital. Students so disabled shall notify the Electoral Commission using a procedure outlined in the election rules in order to vote.

ARTICLE XIII. IMPEACHMENT

13.1 Any member of the Senate may be charged with gross malfeasance of office, negligence, ineligibility or violation of this Constitution and thus be subject to impeachment proceedings following a two-thirds (2/3) vote of the Senate at two consecutive meetings. 13.2 Notification: An individual subject to impeachment shall be entitled to at least ten (10) days notice of any hearing, which notice shall set forth the charges upon which the proposed impeachment proceedings are based. Such individual shall be entitled to personally appear at the impeachment proceedings, to produce witnesses and documentary evidence, and to be advised by counsel of his/her own expense.

13.3 Conviction of charges of impeachment can be made only after an open hearing before a panel of students composed of the President, or his/her representative, of each organization listed in the University of Nebraska Medical Center directory and a simple majority vote of that body.

13.4 Final appeal of conviction can be made to the Senate advisors.

13.5 Following conviction, the individual is automatically removed from office and may not run for Senate office again.

ARTICLE XIV. AMENDMENTS

14.1 Amendments: Amendments to the Constitution must be presented for formal hearing at a regular Senate meeting. At a subsequent meeting, at least one (1) week after the hearing, the amendment may be approved by a two-thirds (2/3) vote of the members present. The proposed amendment(s) shall be approved by a majority vote of the students voting at a referendum and will become effective after approval of the Chancellor of the University of Nebraska Medical Center.

14.2 Review of the Constitution: The wording and applicability of the Constitution shall be reviewed at least once every two (2) years.

ARTICLE XV. ENABLING ARTICLE

15.1 Ratification: This Constitution shall become effective upon receiving a twothirds(2/3) vote of Senate members present at a regular meeting, a majority of votes cast in a campus-wide referendum, approval of the Chancellor of the University of Nebraska Medical Center, and by the University of Nebraska Board of Regents. Previous Constitutions and Bylaws will be null and void.

15.2 Constitutionality: If any Article, Section or Chapter of the Constitution of the Senate is declared unconstitutional or not in accordance with the Bylaws of the Board of Regents of the University of Nebraska, only that Article, Section or Chapter shall be declared invalid. All other Articles, Sections, and Chapters shall remain intact.

APPROVAL:

Medical Center Student Senate November 3, 1982 UNMC Student Body November 9, 1982 Interim Chancellor James V. Griesen November 11, 1982 University of Nebraska Board of Regents December 17, 1982

APPROVAL OF AMENDMENTS:

Medical Center Student Senate October 12, 1983 UNMC Student Body November 8-9, 1983 Chancellor Charles E. Andrews November 29, 1983 University of Nebraska Board of Regents January 14, 1984

APPROVAL OF AMENDMENTS:

Medical Center Student Senate November 2, 1994 UNMC Student Body December 2, 1994 Chancellor Carol A. Aschenbrener December 15, 1994 University of Nebraska Board of Regents February 18, 1995

APPROVAL OF AMENDMENTS:

Medical Center Student Senate November 8, 2000 UNMC Student Body November 28, 2000 Chancellor Harold M. Maurer December 5, 2000 University of Nebraska Board of Regents May 19, 2001

APPROVAL OF AMENDMENTS:

Medical Center Student Senate May xx, 2007 UNMC Student Body Month xx, 2007
Chancellor Harold M. Maurer Month xx, 2007 University of Nebraska Board of Regents
Month xx, 2007

APPROVAL OF AMENDMENTS:

Medical Center Student Senate October 26, 2014 UNMC Student Body October 31, 2014
Chancellor Jeffrey P. Gold November 1, 2014 University of Nebraska Board of Regents
November 21, 2014