

# **BROAD STUDENT SENATE CONSTITUTION**



**EFFECTIVE FALL 2023  
RATIFIED BY MEMBERS OF THE 2023-2024 BROAD  
STUDENT SENATE**

# **Table of Contents**

<b>Article I: Fundamentals</b>	<b>4</b>
Section 1 - Name	4
Section 2 - Pillars	4
Section 3 - Purpose	4
Section 4 - Mission Statement	4
<b>Article II: Membership</b>	<b>5</b>
Section 1 - Anti-Discrimination	5
Section 2 - Gaining Membership	5
Section 3 - Member in Good Standing	6
Section 3A - Awarding Points	6
Section 3B - Positive Reviews	6
Section 3C - Special Grants	6
Section 3D - Failure to Achieve	6
Section 4 - Maintaining Membership (Broad Standing)	7
Section 5 - Attendance	7
Section 6 - Graduate Student Member	7
<b>Article III: Officers</b>	<b>8</b>
Section 1 - Executive Board Roles	8
Section 2 - Nomination Procedure	8
Section 3 - Election Procedure	8
Section 4 - Duties	9
Section 5 - Termination	11
<b>Article IV: Operating Procedures</b>	<b>12</b>
Section 1 - Routine Meetings	12
Section 1A - Structure	12
Section 2 - Open Meetings	12
<b>Article V: Committees</b>	<b>13</b>
Section 1 - Committee Definitions	13
Section 1A - Event Planning Committee	13
Section 1B - Human Resources Committee	13
Section 1C - Marketing Committee	13
Section 1D - Diversity, Equity, and Inclusion Committee	14
Section 1E - Revenue Committee	14
Section 2 - Committee Director Position	14
Section 3 - Committee Director Selection	14

Section 4 - Provisional Committee Members	14
Section 5 - College Capital Committee	15
Section 6 - Internal Audit Committee	15
Section 6A - Controls	15
Section 6B - Membership	15
<b>Article VI: Representative Positions</b>	<b>17</b>
Section 1 - Undergraduate Programs Committee	17
Section 2 - College Advisory Council	17
Section 3 - University Hearing Board	17
<b>Article VII: Amendments</b>	<b>18</b>
Section 1 - Amending the Constitution	18

# **Article I: Fundamentals**

## **Section 1 - Name**

This organization shall be the Broad Student Senate of The Eli Broad College of Business, Michigan State University.

## **Section 2 - Pillars**

The pillars that the Broad Student Senate follows are Integrity, Empowerment, and Unity.

## **Section 3 - Purpose**

Participate in the development and implementation of the Eli Broad College of Business and Michigan State University academic programs and policies.

Facilitate interaction of undergraduate students, faculty and administrators in the Eli Broad College of Business.

Coordinate activities for the enhancement of professional growth and fellowship among students.

Develop and implement annual programs that foster and support a sense of community in the Eli Broad College of Business.

## **Section 4 - Mission Statement**

We, Broad Student Senate of the Eli Broad College of Business, serve as the liaisons between business students and faculty. We strive to unify and empower students through representing their voices and rights, facilitating events and initiatives, and acting with integrity in all cases.

## **Article II: Membership**

### **Section 1 - Anti-Discrimination**

The Broad Student Senate will not discriminate on the basis of age, color, gender, gender identity, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status, weight, or any other factor. Senators will be required to take racial bias training every academic year. If members are discriminating on the basis of any factors, they will be subject to be removed from the Broad Student Senate.

### **Section 2 - Gaining Membership**

Broad Student Senate seats are restricted to students who are pursuing a degree within the Eli Broad College of Business or Hospitality Business and are registered with Michigan State University.

The Human Resources Committee Director and Executive Board for the given year make up the "Selection Committee". The Selection Committee accepts any number of applications based on the expected workload of Broad Student Senate in the given year. The total membership cannot exceed forty (40) in any academic year.

The Selection Committee will be responsible for selecting students to join the organization during the time frame that best fits the recruiting process. If necessary, additional students can be selected to join the organization the following semester.

The Human Resources Committee shall be responsible for creating all application templates and point systems for scoring.

The first step of the recruitment process is for applicants to submit a resume and completed application. Resumes and applications are to be scored fairly against each other using a point system. The highest scoring applicants will be invited to take part in an interview day. The selection committee can select no more than forty (40) applicants to move forward to the interview day.

The second step of the recruitment process is for applicants to take part in an interview day. The Selection Committee will score applicants fairly against each other using a point system. The highest scoring pool of applicants will be considered to join the Broad Student Senate. The number of new Senators chosen every year is dependent on space availability for that calendar year.

### **Section 3 - Member in Good Standing**

After gaining membership in Broad Student Senate, an individual's continued membership is contingent upon continually achieving Member in Good Standing (MGS) each semester. To receive Member in Good Standing, Senators must individually meet the following criteria:

- Achieve ten (10) Member in Good Standing Points per semester with a minimum of:
  - Two (2) points in Volunteering
  - Two (2) points in Collaborating
  - Two (2) points in Professional Development
  - Four (4) additional points in any of the categories above
- Adhere to the attendance policy in Section 5 of Article II
- Receive a positive evaluation from an individual's direct leadership

The current Executive Board reserves the right to lower (but not raise) the point totals and minimums described above in the case of a shortage of events. Adjustments to the point totals and minimums must apply to all returning students of Broad Student Senate, with the exception of new members during their recruited semester who are limited to opportunities.

### **Section 3A - Awarding Member in Good Standing Points**

Member in Good Standing Points for a task should be weighted in proportion to the effort required to finish the task. Points awarded for the same event must be equal for all Senators receiving points for the event. Tasks that may be awarded MGS Points include, but are not limited to:

- Fundraising events
- Volunteering events
- Professional Development events
- Holding titles within Senate beyond general membership
- Tasks benefiting the Broad Business College, collaborating or supporting organizations that you are not a member of

The current Executive Board has the right to determine the type and the weighting of points awarded to any task in question. The maximum number of points that may be allotted to a single event is up to the discretion of the Vice President of Operations.

### **Section 3B - Positive Evaluations**

Positive evaluations are awarded for each member by their direct leadership. General Members receive a positive evaluation from their Committee Director(s), Committee Directors from Executive Board, and Executive Board from Advisors. The current Executive Board may reverse negative reviews of General Members and grant a positive review for the member in question.

### **Section 3C - Special Grants**

The current Executive Board may grant Member in Good Standing Status to members who have not achieved the point totals described in Section 3 in the case of extenuating circumstances. These special grants must be reviewed by Advisors.

Special grants for members may be contingent upon individually completing additional tasks the following semester. The current Executive Board is responsible for creating and judging completion of additional tasks.

### **Section 3D - Failure to Achieve**

A member who fails to reach Member in Good Standing status in a semester will face disciplinary action from the current Executive Board. Only members in good standing will be eligible to attend Fall and Spring Retreats. All new members are allowed to attend the trip of their first semester of membership, but must reach Member in Good Standing Status to attend the following semester's trip. If a member fails to reach good standing status two semesters in a row, they will have the option to reapply for their position in Broad Student Senate, regardless of their current position in the Senate. There is no guarantee that the member who did not reach Member in Good Standing Status will be offered their spot back.

Seniors must maintain Member in Good Standing status for 2/3 of their semesters in Senate to be eligible to wear a Broad Student Senate cord during graduation.

#### **Section 4 - Maintaining Membership (Broad Standing)**

Membership in the Broad Student Senate is contingent upon acceptance into the Eli Broad College of Business. Any member that is deemed a “Business Preference” major may apply to the Eli Broad College of Business upon completion of 56 credits, according to the Office of the Dean, while remaining an active member. If a member is not accepted into Broad upon completion of 56 course credits, their membership status will be revoked. The Broad Student Senate Advisor(s) will contact those who are approaching 56 course credits. If a member changes their major to anything outside of the College of Business or the Hospitality Business, their membership status will be revoked.

#### **Section 5 - Attendance**

All routine meetings and Broad Store shifts are mandatory. The active E-Board reserves the right to deem any event as mandatory. Senators unable to work their store shift must find a Senator to cover for them.

Senators are allowed three (3) absences for mandatory events. Missing a mandatory event or meeting must be properly communicated to the Vice President of Operations by the preferred form of communication decided by the VPO. Failure to communicate with the Vice President of Operations will result in a reminder of the policy on the first offense, disciplinary action at E-Board’s discretion on the second offense, and loss of Member in Good Standing on the third offense. In addition to the absence policy outlined above, members are allotted two (2) excused absences for other university events. The member must provide documentation that said event occurred and that they were present for the absence to become excused.

Failure to adhere to this attendance policy will result in a loss of Member in Good Standing Status. Under extenuating circumstances, the active E-Board may excuse absences of affected Senators if proper notice is given.

#### **Section 6 - Graduate Student Member**

Broad Student Senate will allow for members to continue as graduate student participants in the following circumstances:

- The student remains a member of the Eli Broad College of Business.
- A student must have graduated from MSU early (i.e. less than 8 semesters since the beginning of one’s first year at MSU). He/she can continue to serve in a graduate role for a maximum of 2 semesters or until they complete their 8th semester at MSU, whichever comes first.
- The position must be filled by someone who is already a member of the Broad Student Senate and is returning within one year of completion of their undergraduate degree.
- He/she will continue to hold a position on a committee as well as assist in the development and mentorship of undergraduate members. All voting rights will be retained.
- The graduate member will not be eligible for executive board positions.

# **Article III: Officers**

## **Section 1 - Executive Board Roles**

All Executive Board Roles have a one academic year service term.

- President
- Senior Vice President
- Vice President of Operations
- Vice President of Communications
- Vice President of Treasury

## **Section 2 - Nomination Procedure**

Nomination procedures shall be explained one week prior to scheduled nominations during the spring semester for service in the succeeding academic year, decided upon by that year's Executive Board. Members can be nominated for Executive Board positions by fellow Senators, or through self-nomination. Officers will be elected by the Senate no earlier than the third meeting of spring semester and no later than the third to last meeting of the spring semester for service in the succeeding academic year. Elections will be conducted by the outgoing Executive Board members. If all five are seeking elected positions for another academic year, the President will appoint a Senate member or an advisor who is not seeking an elected position to conduct the election process. The position of President and Senior Vice President must be filled by a member who has been active for a minimum of (2) academic semester.

All executive officers must commit themselves to the full term of office, fall through spring semester. If for any reason an officer cannot complete this term, the position must be forfeited and an election will be held for that particular seat(s). The Senior Vice President will take the role of President if the seat is vacant and the Vice President of Operations will fill the position of Senior Vice President if the seat is vacant. The Vice President of Communications will fill the position of Vice President of Operations if the seat is vacant. The Vice President of Communications will fill the role of Vice President of Treasury. Open elections will be held if there is a vacant position.

## **Section 3 - Election Procedure**

The election process will happen in the following order:

- President
- Senior Vice President
- Vice President of Operations
- Vice President of Communications
- Vice President of Treasury

Each candidate, starting with the President, will have a maximum of (5) minutes to present to the general members, followed by a maximum of (3) questions, chosen by the candidate presenting. The remaining candidates for that position will wait outside of the room until called in by the Senior Vice President. After all candidates have presented, the members of Senate will deliberate for a maximum of (20) minutes. The order of deliberations will be the following:

- Current fellow committee members and director(s)
- General members
- Current Executive Board



Newly elected Executive Board, if applicable

The Senior Vice President will create and control a form of their choosing to conduct the proper vote for each position. The votes will be monitored by the advisor, and the advisor will announce each newly elected Executive Board member.

In the event of a tie, the general members will re-deliberate for a maximum of (10) minutes on the top (2) voted candidates and will re-vote using a separate form.

## **Section 4 - Duties**

### President

- Serve as the spokesperson for the Broad Student Senate.
- Coordinate the external relationships of Broad Student Senate.
- Responsible for ensuring the mission statement's fulfillment.
- Provide direction to the organization.
- Responsible for conducting and presiding over Broad Leader's Council.
- Responsible for maintaining and coordinating faculty relationships within the Broad College.
- Reserve locations for Broad Senate events and meetings.
- Preside over Broad Student Senate meetings in the absence of the Senior Vice President.
- Preside over and organize Executive Board meetings.
- Coordinate affairs of the Executive Board.
- Responsible for serving as a student representative in Broad College Dean search process.
- Maintain an accurate written record of the responsibilities involved with the position in a unified Google Drive folder and provide a copy for his/her successor.

### Senior Vice President

- Prepare materials and preside over general meetings of Broad Student Senate.
- Create relevant slides and meeting material for Broad Student Senate meetings.
- Oversee and assist Committee affairs and/or activities.
- Keep up to date with the plans and progress of the Broad Student Senate's committees and their directors.
- Conduct a middle and end of semester evaluation with each committee director.
- Assume the duties of the president until  $\frac{2}{3}$  written vote of the Broad Student Senate approves a new President in case of a vacancy in the President's office.
- Assist the President with any duties the President deems necessary.
- Facilitate and maintain a healthy culture for all members of Broad Student Senate.
- Oversee creation and distribution of all Transition Binders at the end of each academic year.
- Maintain an accurate written record of the responsibilities involved with the position in a unified Google Drive folder and provide a copy for his/her.

### Vice President of Operations

- Maintain a record of Senators' attendance throughout the academic year for weekly meetings,

Broad Store shifts, mandatory events, member in good standing status, and other Broad Student Senate-related events.

- Communicate and enforce member in good standing status and progress for individual members in Broad Student Senate.
- Keep Broad Student Senate meetings in order to ensure the timeline and professionalism of said meetings is met.
- Carry out disciplinary actions for members of Broad Student Senate if deemed necessary by the Executive Board.
- Maintain an accurate written record of the responsibilities involved with the position and provide a copy for his/her successor.
- Conduct semesterly member check-ins to provide an opportunity for each member to reflect on their experiences in Senate.

#### Vice President of Communications:

- Take accurate and complete minutes of all Broad Student Senate meetings and distribute these minutes to all members on a timely basis following each meeting.
- Maintain an accurate member roster which should include names and phone numbers of all members.
- Read, reply to, and be responsible for any correspondence related to the Broad Student Senate and shall keep members informed of said correspondence.
- Document and retain in a Broad Student Senate file all minutes, correspondence, and other relevant documents.
- Maintain an accurate record of Broad Student Senate alumni, which should include names and updated form(s) of contact.
- Be the point of reference on the adherence to the Constitution for Senate initiatives.
- Responsible for developing and maintaining the Broad Student Senate website.
- Maintain an accurate written record of the responsibilities involved with the position and provide a copy for his/her successor.
- Attend Broad Leader's Council meetings with the President and record meeting minutes.

#### Vice President of Treasury:

- Responsible for all financial accounts associated with the Broad Student Senate.
- Represent the Broad Student Senate in all matters of financial concern.
- Oversee the use of funds and ensure no funds are used for personal benefits or any activity unrelated to the Broad Student Senate
- Oversee the financial operations of the Broad Store
- Appoint a CCC director to oversee all aspects of the College Capital Committee.
- Maintain communication between the College Capital Committee Director(s) and the UAS office
- Review and if necessary, make changes to the College Capital Committee By-Laws
- Maintain donor relations and appropriations of their donations.
- Maintain an accurate written record of the responsibilities involved with the position and provide a copy for his/her successor

**Section 4 - Termination**

It is the responsibility of Senate's Advisor(s) to put Executive Officers up for termination due to violations of these By-Laws or The Eli Broad College of Business Honor Code.

The Executive Officer in question will be put up for review in front of the at-large members. The Officer's position will be terminated with a three-fourths vote.

**Section 5 - Executive Board Transitions**

All Executive Board members are required to hold at least one (1) transitional meeting with their predecessor before the conclusion of the spring semester. These meetings should aim to facilitate the smooth transfer of knowledge, responsibilities, and materials, ensuring a seamless transition of executive roles.

Furthermore, the current Executive Board shall meet collectively with the new Executive Board after being elected but prior to the first general member meeting that the new Executive Board must run.

## **Article IV: Operating Procedures**

### **Section 1 - Routine Meetings**

Routine meetings of the Broad Student Senate shall be held every week when classes are in session, excluding summer semester, at the discretion of the Executive Board if special circumstances arise.

Meetings may be canceled by the President with the consent of the Executive Board members of the Broad Student Senate. If a meeting is canceled, appropriate advance notice must be given to all members.

### **Section 1A - Structure**

Regular Broad Student Senate weekly meetings are run by the Executive Board in a structure befitting the given agenda presented. All members present shall be eligible to vote. General voting procedures require a majority vote of those present. In order to vote, members must be physically present. Proxies cannot be sent.

### **Section 2 - Open Meetings**

It is up to the current E-Board to decide how often open meetings will occur during general meetings. The dates and frequency of these meetings will be marketed to the Broad student body. Open meetings will allow an open forum for all business preference and business admitted students. This will be an opportunity for Senators and non-Senators to bring up concerns regarding curriculum, culture, and allow Senate to respond respectfully. Those interested may contact [broadsenatesecretary@gmail.com](mailto:broadsenatesecretary@gmail.com) to reserve a time to voice their thoughts or concerns.

# **Article V: Committees**

## **Section 1 - Committee Definitions**

Committees are created by each year's executive board to carry out the various aspects of the mission statement of this constitution.

### **Section 1A - Events Committee**

The Events Committee dedicates itself to organizing and hosting events for students in the Broad College of Business. The base duties of Events Planning Committee are as follows:

- Organize major events for the student body of the Eli Broad College of Business.
- Organize volunteer events open to the student body of the Eli Broad College of Business.
- Implement various events to professionally develop all students affiliated with the Broad College of Business.
- Support the events and initiatives of other student organizations affiliated with Broad College of Business.
- Conduct events and initiatives to support and show appreciation of Broad faculty.

### **Section 1B - Human Resources Committee**

The Human Resources Committee dedicates itself to recruiting new members for Broad Student Senate and fostering a positive culture for all internal members. The base duties of Human Resources Committee as follows::

- Responsible for recruiting new members to Broad Student Senate and conducting interviews for open positions.
- Assess the declared majors and grade levels of current Senators at the beginning of each recruitment period as it is a priority to recruit new members that fill in any Broad departments lacking Senate representation.
- Oversee internal development alumni and corporate relations, including, but not limited to, Zoom interviews and resume critiques in preparation for corporate trips.
- Responsible for the organization of the Broad Student Senate Fall Retreat and Spring Corporate Site Visit.
- Plans various bonding activities and improves the overall experience of the members.

### **Section 1C - Marketing Committee**

The Marketing Committee dedicates itself to upholding the professional brand standards of Broad Student Senate and its associated sub organizations. The base duties of Marketing Committee are as follows:

- In charge of promoting Broad Student Senate events throughout the Broad college via the management of social media and/or other digital platforms (along with creating print advertisements as needed).
- Ensure clear communication and proper timeline is determined with all committee directors to ensure all events, initiatives, plans are marketed effectively.
- Facilitate in-person marketing efforts, such as tabling events and student engagement.
- Assist the marketing efforts of other BRSOs or separate Broad college initiatives as requested; help amplify their outreach to Broad students.
- Monitor the effectiveness of various marketing channels through data analytics and quantitative measurements.

- Design, survey and order internal Broad Student Senate merchandise.

### **Section 1D - Diversity, Equity, and Inclusion (DEI) Committee**

The DEI Committee dedicates itself to supporting the wellbeing and representation of members of the Broad College of Business. The base duties of the DEI committee are as follows:

- Facilitate events and initiatives to increase the representation and inclusion of Broad student's diversity.
- Support Registered Broad Student Organizations and organizations affiliated with Broad College of Business that are dedicated primarily to topics of diversity.
- Educate internal Senate members on various DEI topics, ensuring that all Senate members are being held accountable to promote and foster the diverse culture within Senate.

### **Section 1E - Revenue Committee**

The Revenue Committee dedicates itself to raising money for Broad Student Senate through the Broad Store and fundraisers. The base duties of Revenue Committee are as follows:

- Produce and operate all revenue streams for Broad Student Senate.
- Operate the Broad Store, the Online Store, and establish fundraisers.
- Collaborate with the Vice President of Treasury to find sponsors for Senate.

### **Section 2 - Committee Director Position**

Each committee will have one director who will oversee the activities of their committee chairs and members. The duties of a committee director are as follows:

- Direct all activities of the committee.
- Create goals for the committee that follow the organization's mission statement.
- Appoint members to committee chair positions semesterly.
- Create temporary committee chair positions not listed in the Constitution.
- Assign tasks to committee members as they see fit.
- Ensure all committee members are engaged with committee projects.
- Conduct an evaluation with each committee chair and member semesterly.

### **Section 3A - Committee Director Selection**

Each year's executive board will host interviews for committee director positions prior to the end of the spring semester. Selections for the upcoming year's committee directors will be announced prior to the end of the spring semester. Newly appointed committee director's handle all affairs pertaining to their committee during the summer. The term of a committee director is one academic year.

All materials, resources, and communication for all Executive Board and Committee Director positions (once appointed) should be completely transferred to the successors before the end of the spring semester.

### **Section 4 - Provisional Committee Members**

Senate members who seek to start an initiative outside the scope of their committee may make a motion to become a provisional committee member of a Senate Committee in order to implement their initiative. Provisional Committee Member Petitions must be made at a Senate meeting and be approved by a majority of the Executive Board as well as the Director of the committee in which the member desires to become a Provisional Committee Member.

Provisional Committee Member Responsibilities:

- Execute their initiative and utilize the resources of the committee.
- Not be involved with any additional committee initiatives or other committee business.

### **Section 5 - College Capital Committee**

This committee, also referred to as CCC, is an additional committee of the Senate that does not meet during Senate meeting times and has its own governing rules and operating procedures that are enforced and voted on by the Executive Board, Undergraduate Academic Services Fiscal Officer, CCC Director(s) and Broad Student Senate Advisors. See CCC bylaws [here](#).

### **Section 6 - Internal Audit Committee**

The Internal Audit Committee discusses and analyzes opportunities and risks within Broad Student Senate for the purpose of future growth. This committee works independently from other committees and the executive board, but may use both as a resource. The base duties of Internal Audit Committee are as follows:

- Meet at least twice a month for discussion purposes to the discretion of the Director.
- Use both quantitative and qualitative data to support discussion and analysis.
- Present progress and findings to all of Senate at least twice a semester to the discretion of the Director.
- Produce a public, written report of the opportunities and risks Broad Student Senate faces on a semesterly basis.
- Meet with the Executive Board at the beginning, middle and end of each semester to the discretion of the current Executive Board.

### **Section 6A - Controls**

There exists explicit controls for the Internal Audit Committee's procedures to ensure the independence and objectivity of its analysis. The controls are as follows:

- May not create and propose specific constitution amendments as a committee.
- May not endorse proposed constitution amendments as a committee, though individuals on the committee may endorse amendments independently.
- The Executive Board and general members of Broad Student Senate may suggest topics for the Internal Audit Committee to review.
- Executive Board members may not attend Internal Audit Committee discussion meetings without explicit permission of the Internal Audit Committee.

### **Section 6B - Membership**

The Internal Audit Committee is composed of no more than eight (8) members, with no more than two members from the same grade level. If a grade does not have two members sitting on the committee, other grades may exceed the two member cap to fill the empty seat(s). Executive Board members cannot be on the Internal Audit Committee during their term.

The Director is selected by the Executive Board to serve for one (1) academic year. The newly elected Director has the right to choose their members. All Internal Audit members must commit themselves to the full term, fall through spring semester. If for any reason a member cannot complete their term, the position must be forfeited and the Director will select an additional

member to fill the absent seat. It is the responsibility of the Executive Board to put Internal Audit Members up for termination due to violation of these bylaws. Broad Student Senate Advisor(s) must review termination requests and approve/deny each request.

The Director must be selected by the newly elected Executive Board when committee directors are chosen. Selecting the Internal Audit general members is up to the discretion of the newly elected Director.

Membership in the Internal Audit Committee is independent of Senator's normal committee assignments. It is the responsibility of each member to ensure they meet the responsibilities of both the Internal Audit Committee and their designated committee.



# **Article VI: Representative Policy Positions**

## **Section 1 - Undergraduate Programs Committee**

Two seats of the Undergraduate Programs Committee are allocated to Broad Student Senate. It is the responsibility of the Broad Senate Executive Board to appoint Senators to the Undergraduate Programs Committee. The three members of the Senate shall be in the major fields of study commensurate with the rotation of representatives as delineated by the By-laws of the Broad College of Business. Term of service will be one academic year beginning each fall semester.

Broad Student Senate Undergraduate Programs Committee Representative Responsibilities:

- Represent student interests in curricular matters relating to undergraduate programs of the college.
- Attend all meetings of the Undergraduate Programs Committee. If the representative is unable to attend, they must find someone to fill their spot.
- Report back to Broad Student Senate after all meetings and summarize the agenda and voting decisions made.

## **Section 2 - College Advisory Council**

Two seats of the College Advisory Council are allocated to Broad Student Senate. It is the responsibility of the Broad Senate Executive Board to appoint Senators to the College Advisory Council. Term of service shall be one academic year beginning each fall semester.

Broad Student Senate College Advisory Council Representative Responsibilities:

- Serve in an advisory capacity to the Dean of the College on behalf of the Broad College Undergraduate Students.
- Attend all meetings of the College Advisory Council. If the representative is unable to attend, they must find someone to fill their spot.
- Report back to Broad Student Senate after all meetings and summarize the agenda.
- Present action items to be voted on.
- Conduct a blind vote on how Senators would like their College Advisory Council representatives to vote on said action items.
- Vote in accordance with the majority of Senate's decision.

## **Section 3 - University Hearing Board**

Broad Student Senate may be asked to serve on other university boards. If the college requests a Broad Senate representative, it is the Executive Board's responsibility to appoint someone to serve on that board.

University Board Student Representative Responsibilities:

- Attend all meetings of the board
- Report back any necessary information from the board meeting to Broad Student Senate.

## **Article VII: Amendments**

### **Section 1 - Amending the Constitution**

The Broad Student Senate Executive Board and appointed members may propose amendments to the Broad Student Senate Constitution. The Broad Student Senate Executive Board will review proposed amendments. If the amendment is found acceptable, it will be submitted to the entire Broad Student Senate organization for the approval vote. Amendments to the Constitution must be approved by a  $\frac{2}{3}$  majority vote of all active members of Broad Student Senate. Senator's votes are public to all of Senate. Voting is open to all Broad Student Senate members until the end of the meeting on the day of voting.