

## APPENDIX H

### THE UNIVERSITY OF KANSAS

#### SENATE CODE

##### ARTICLE I. UNIVERSITY SENATE: STRUCTURE AND FUNCTIONS

###### Section 1. Membership

The University Senate shall consist of thirteen student members elected from the Student Senate, six members of the University Support Staff elected from the University Support Staff Senate, six members of the Unclassified Staff elected from the Unclassified Senate, and thirty-nine faculty members elected to the Faculty Senate. The Chancellor and the Provost shall be ex-officio, non-voting members. The presidents of the student, faculty, unclassified, and university support staff senates shall also be ex-officio, non-voting members of the University Senate if they are not among the elected members of the University Senate.

###### Section 2. Officers

The president of the University Senate (a faculty member) shall also serve as chair of the University Senate Executive Committee ("SenEx"). The vice president of the University Senate (a student) shall also serve as vice-chair of SenEx. In the absence of the president, the vice-president shall preside, as described in section 8.

###### Section 3. Faculty Members on University Senate: Nomination, Election, Term of Office and Vacancies

The 39 faculty elected to the Faculty Senate shall serve simultaneous terms on the University Senate (see Art. II).

###### Section 4. Student Members on University Senate: Nomination, Election, Term of Office and Vacancies

There are thirteen student members on the University Senate. At its regular joint meeting of the newly elected and outgoing Student Senates, outgoing Student Senate shall nominate and elect from among its members the three Special Representatives (Holdover Senators) to the University Senate. The method of election shall be in the descending order of most votes received. The thirteenth student member of the University Senate shall be the Student Body Vice President serving as an ex-officio, voting member.

At the Joint Student Senate meeting, the incoming undergraduate student members of the Student Senate shall nominate and elect seven undergraduate student members of the University Senate, and the graduate student members shall nominate and elect two graduate student members of the University Senate. The graduate student membership bloc of the Student Senate is composed of all those Student Senators pursuing post-baccalaureate degrees at the time they declare their candidacy for the Student Senate. The method of both elections shall be in descending order of most votes received.

Members of the Student Senate elected as Special Representatives in accordance with the first paragraph of this section shall take office immediately upon election and shall serve until their successors have been elected. Other members of the Student Senate elected to the University Senate shall take office on the day after the University Commencement exercises of the year of their election and shall serve a one-year term. A member of the Student Senate who has served three successive terms on the University Senate shall be ineligible for re-election to the University Senate at the end of the third term but shall become eligible to serve again after one year has elapsed from the end of the last term.

Student members of the University Senate, of the University Senate Executive Committee, and of other bodies whose members are chosen by the Student Senate shall be subject to removal by the Student Senate according to Rules and Regulations duly promulgated by the Student Senate.

Vacancies in the undergraduate student membership on the University Senate shall be filled by election by and from the undergraduate student membership of the Student Senate. Vacancies in graduate student membership on the University Senate shall be filled by election by and from the graduate student membership of the Student Senate.

###### Section 5. Unclassified Staff Members on University Senate: Nomination, Election, Term of Office and Vacancies

At the transition meeting of the Unclassified Senate in May, the new Unclassified Senate will elect four voting representatives from and by its members. The past president and the president-elect are voting members of the University Senate. The president serves as an ex-officio, non-voting member. They shall assume their University Senate responsibilities immediately upon election and shall serve until their successors have been elected. Vacancies in the Unclassified Senate membership on the University Senate shall be filled by appointments made by the president of the Unclassified Senate with the consent of a majority of the Unclassified Senate Executive Council.

#### Section 6. University Support Staff Members on University Senate: Nomination, Election, Term of Office and Vacancies

At the first full University Support Staff Senate meeting in April, members of the University Support Staff Senate shall elect six representatives to the University Senate to serve 1 year terms. One representative elected at-large from the Senate members by the Senate will serve on both the University Senate and its Executive Committee (SenEx). The remaining 5 representatives will be elected from each of the 5 EEO categories by the members of each EEO category. If an EEO category has no serving members at the time of the election, or no member is able to serve, the position will be selected by the Senate following the established procedures for at-large Senate seats. These representatives will also serve on the University Support Staff Senate Executive Committee (USSSenEx). They take office at the transition meeting of the University Senate.

#### Section 7. Meetings and Quorum

The University Senate shall normally meet at least once each month during the academic year. A meeting may be canceled if the University Senate Executive Committee declares that no pertinent business is at hand. Other meetings may be called by the Chancellor or the Provost, by the University Senate Executive Committee, or by petition from at least ten members of the University Senate to the University Senate Executive Committee. If the petition so requests, the University Senate shall meet within seven academic calendar days following delivery of the petition; otherwise, the Senate shall consider the issue described in the petition at its next monthly meeting or within sixty days. Within these limits the time and place of the meeting shall be specified by the University Senate Executive Committee.

The Senate President, in consultation with the Chancellor and the Provost, shall prepare the agenda for the meetings of the University Senate. The agenda shall be made available to all members before each regular or special meeting. The majority of those elected to Senate shall constitute a quorum to do business. Minutes of all meetings shall be made available to members not later than thirty days after their approval.

Meetings may be closed to non-members by an affirmative vote of two-thirds of the members present and voting. Such closure must be done in conformity with State law. (See Appendix.) In the absence of such closure, any member of Senate may move to permit a non-member of Senate to speak for a specified time on the issue under consideration, with a two-thirds majority of those present and voting required for approval.

The president shall preside at all meetings of the University Senate. In the president's absence, the vice-president shall carry out the duties of the president. If the vice president should also be absent or unavailable, then the University Senate Executive Committee shall designate another member of the University Senate to act as presiding officer.

#### Section 8. Election of Officers

Election of officers shall be held at the annual organizational meeting, to be held at the last meeting of the year, before the last day of spring semester classes. Only those persons expected to serve as members of the University Senate during the next ensuing academic year shall be eligible to participate and to vote at this organizational meeting. A majority of those so eligible shall constitute a quorum to transact the business of the meeting. The meeting shall be closed to non-members of the University Senate except by consent of two-thirds of those eligible to attend who are present and voting.

This organizational meeting shall be limited in its agenda to the following items: (a) election of a president-elect (a faculty member), and vice president (a student), (b) if there is no president-elect able to serve as president, a president shall also be elected, (c) if a third-year faculty member is elected president-elect, that person shall serve as an ex-officio non-voting member of University Senate during the year that he/she serves as president.

The president-elect and the vice president of the University Senate shall be elected by ballot by and from among the members of the Senate and they shall hold office from the day after the University Commencement exercises next following their election until their duly elected successors shall assume office.

The Office of the Provost, Lawrence Campus, shall provide support to the Office of University Governance.

#### Section 9. Functions and Powers

1.9.1 The University Senate shall act in behalf of the University's faculty, staff, and students in the performance of its powers. Toward the effective execution of these responsibilities, the Senate shall elect from its membership the University Senate Executive Committee ("SenEx").

1.9.2 Subject to and in accordance with the control of the Chancellor and the Board of Regents as provided by law, the University Senate is empowered to formulate such Rules and Regulations as it shall deem wise and proper for the control and government of such affairs of the University as directly affect the entire Lawrence campus, including the Edwards campus, and shall take such steps as it shall deem necessary for their implementation and administration. Affairs of the University which directly affect the entire Lawrence campus include, but are not limited to, academic procedures and policies (such as the requirements for graduation and degrees, the methods of evaluating academic work, and the standards of academic conduct of faculty and students) common to the College and all Schools, class and examination schedules, the calendar, the libraries, campus-wide activities and events, the role of the University in public affairs, participation in organization and administration, the framing and execution of long-range plans, decisions regarding existing or prospective resources, and fiscal affairs. The University Senate Rules and Regulations so formulated may be enacted, amended or repealed by majority of the University Senate members present at a regular or special meeting pursuant to the following procedure:

- (a) The university community shall be notified of a proposed enactment, amendment or repeal, which shall be posted on line or otherwise made available to the university community at least seven calendar days (excluding spring break, summer session and break, fall and thanksgiving break, and winter break) before its initial consideration at a regular or special meeting of the University Senate. The posting shall provide an explanation of the reasons for the proposed enactment, amendment, or repeal. It shall also indicate the time and place of the University Senate meeting at which the proposed changes will be considered.
- (b) Faculty, staff, and students may submit written comments on the proposed enactment, amendment or repeal until noon on the date of the meeting at which the University Senate will vote on the matter. Comments shall be submitted to the Office of University Governance and shall be made available for viewing by interested persons.
- (c) Subject to the power of the presiding officer to provide for the orderly conduct of the meeting, spokespersons of constituencies from the university community with opposing views shall be permitted to make brief presentations to the University Senate before a vote is taken on a proposed enactment, amendment or repeal.
- (d) No enactment, amendment, or repeal shall be adopted upon initial consideration unless the University Senate, by a two-thirds majority of members present, shall vote to suspend this provision.
- (e) The requirements of subsections (a) through (d) shall not apply to technical amendments determined by the University Senate Executive Committee to be necessary to correct errors or clarify the original intent of provisions, which may be approved by simple majority vote of the University Senate Executive Committee.
- (f) It shall be the duty of the office of university governance to collect, compile and codify the rules and regulations, to make them available and, when necessary, to make appropriate changes to official statements of rules and policies.

1.9.3 No action of the University Senate to adopt or amend the rules and regulations of the University Senate, except for technical amendments under section 1.9.2(e), shall become effective until the following procedures for review have been exhausted:

- (a) Senate's action to adopt or amend the Rules and Regulations shall normally be distributed by special notice to the University Community.

- (b) A review by the University Senate of its action to adopt or amend the rules and regulations of the University Senate may be requested by at least a majority vote of any of the four constituent senates. A review may also be requested by petition of 100 members of the university community, including faculty, staff, and students, as defined in their respective codes. Such request for review shall be forwarded to the University Senate president within twenty-one calendar days of the date of special notice (excluding spring break, summer session and break, fall and thanksgiving break, and winter break).
- (c) If a request for review is received by the University Senate president, the review of the action of the Senate shall be placed on the agenda of the next scheduled meeting of the Senate. In this case, the action shall not be transmitted to the Provost and Chancellor unless the action is approved by a majority of members present at the meeting.
- (d) The results of the review, together with a copy of the petition, shall be submitted to the Provost.
- (e) If no request for review is received by the senate president, the action of the University Senate to create or amend rules and regulations of the University Senate shall be transmitted to the Provost and Chancellor for final approval.

1.9.4 The University Senate may also approve statements of University policy or procedure that are generally applicable to the University Community, except that, by vote of one-third of its members who are present and voting, the University Senate may cause notification of the opportunity to request a review to be sent to the members of the four constituent senate as provided above.

1.9.5 In those cases where recommendations approved by Senate and forwarded to the Chancellor for approval are rejected by the Chancellor, the University Senate President will invite the Chancellor, or a representative, to discuss with Senate the reasons for the rejection, in an effort to find some common ground of agreement on the recommendations involved.

#### Section 10. Privilege

It shall be the privilege of the University Senate to address itself to the faculty, students and staff, to the Chancellor, and to the Board of Regents on any matter relating to the University and its operation.

### ARTICLE III. STUDENT SENATE: STRUCTURE AND FUNCTIONS

#### Section 1. Membership

The Student Senate shall consist of:

- A. the President of the Student Body;
- B. Student Body Vice President elected by the student body (voting in the event of a tie);
- C. 57 representatives of the student body of each school of the University. The representatives from the College of the Liberal Arts and Sciences shall be broken down into two categories "Junior/Senior Liberal Arts and Sciences" and "Freshman/Sophomore Liberal Arts and Sciences." Junior/Senior Liberal Arts and Sciences shall refer to students who have completed 60 or more hours in the College of Liberal Arts and Sciences at the time of election or appointment. Freshman/Sophomore Liberal Arts and Sciences shall refer to students who have completed less than 60 hours in the College of Liberal Arts and Sciences at the time of election or appointment. Apportionment of Student Senate seats to the various schools shall be made on the basis of the official 20<sup>th</sup> day headcount enrollment figures as determined by the Student Senate Elections Commission with the approval of the Student Executive Committee. No school shall receive less than two (2) representatives;
- D. One (1) representative elected by the students living in any building operated under the Department of Student Housing, who must be living in an on-campus building during his/her term. (On-Campus)
- E. Five (5) representatives from the off-campus community elected by the students who live off campus.
- F. Two (2) non-traditional representatives elected by non-traditional students. "Non-traditional student" shall be defined as a student who commutes 10 or more miles to campus (from home OR work), or is a parent of dependent children, or is married, or is a veteran, or student who has had their academic career interrupted for a period of at least six months by compulsory military service, or is three or more years older than classmates (e.g., a 21+ year-old freshman, a 24+ year-old senior), or is a 25 years or older undergraduate student.

- G. Three (3) holdover senators shall be elected from the Student Senate at the last meeting of the outgoing Student Senate. These senators shall be special representatives to University Senate (Senate CODE, Article VI, Section 3). These senators shall also represent their enrollment status (undergraduate/ graduate) at the time of election, in such cases where a senator must vote based on his/her enrollment status. To be eligible to be voted in as a holdover senator, a senator must have served at least one (1) full semester in the outgoing Student Senate OR be an outgoing executive staff member.
- H. representatives from each of the following:
1. One (1) representative from the All-Scholarship Hall Council (ASHC) elected or appointed by ASHC,
  2. One (1) representative from the Association of University Residence Halls (AURH) elected or appointed by AURH,
  3. One (1) representative from the Stouffer Neighborhood Association (SNA) elected or appointed by SNA,
  4. One (1) representative from the Jayhawker Towers Tenants Association (JTTA) elected or appointed by JTTA.
  5. One (1) representative from the Interfraternity Council (IFC) elected or appointed by IFC,
  6. One (1) representative from the Panhellenic Association elected or appointed by the Panhellenic Association,
  7. One (1) representative from the National Pan-Hellenic Council elected or appointed by the National Pan-Hellenic Council,
  8. One (1) representative from the International Students Association (ISA) elected or appointed by ISA,
  9. One (1) representative from Black Student Union (BSU) elected or appointed by BSU,
  10. One (1) representative from Hispanic American Leadership Organization (HALO) elected or appointed by HALO,
  11. One (1) representative from First Nations Student Association (FNOSA) elected or appointed by FNOSA,
  12. One (1) representative from Asian American Student Union (AASU) elected or appointed by AASU,
  13. One (1) representative from KU Queers & Allies (Q&A) elected or appointed by Q&A.,
  14. One (1) representative from the Student Athlete Advisory Committee (SAAC) elected or appointed by SAAC.
  15. One (1) representative from the Multicultural Greek Council (MGC) elected or appointed by MGC.
  16. One (1) representative from the Graduate Student Advisory Board (GSAB) elected or appointed by GSAB.
  17. An associate Senator shall be elected from each of the Finance, Multicultural Affairs, Student Rights, and University Affairs Committees at the second committee meeting of the Fall semester in order to represent the concerns of the committee.
  18. One (1) representative from KU Able Hawks, elected or appointed by Able Hawks.
  19. Five (5) First Year Student Senators, who must be newly enrolled in the fall semester, will be elected in October via online election open only to newly enrolled undergraduate students.

The Vice Provost for Student Success and the Associate Vice Provost may attend Student Senate meetings as ex officio, non-voting members of the Student Senate.

Apportionment of Senate seats to the College and to the various schools shall be made on the basis of official 20th day headcount enrollment figures following procedures outlined in the Student Senate Elections Code.

#### Section 2. Student Senate Members: Nomination, Election, Term of Office and Vacancies

In order to ensure a fair election process, control of all Student Senate Elections and related activities shall rest with the Elections Commission as defined and empowered in the Student Senate Rules and Regulations. The Elections Commission will establish and enforce all rules relating to Student Senate elections and election campaigns; it is empowered to decide disputes arising from the Student Senate elections. Qualifications and procedures for

becoming a candidate, including filing requirements and deadlines, for President, Vice President and Student Senator are published annually by the Elections Commission.

Members of the Student Senate shall take office within two weeks following the election and shall serve until the election of their successors, except that their term of service shall extend until and include the joint meeting of outgoing and incoming members of Student Senate following the election of new members. No legislation shall be considered by either the outgoing or incoming members at this joint session. At this meeting, the outgoing senators shall elect the three (3) Special Representatives (Holdover Senators) to University Senate. The incoming senators shall elect the Senate Executive Committee representatives and the other University Senate representatives (see Section 7.3). In the event of a vacancy in the office of the President of the student body, the Vice-President shall assume the presidency. The resulting vacancy, or any other vacancy, in the Office of Vice President shall immediately be filled by the Student Senate by election from among its members.

Procedures for filling a vacant student senate seat are outlined in the Student Senate Rules and Regulations.

Student Senate elections shall be held on the Wednesday and Thursday following the second Tuesday in April. Should the dates of the election fall on a day which University Senate Rules and Regulations 2.1.4 deems as "excused for mandated religious observances" the Elections Commission has the authority to change the date to within one week codified above. This decision of the date must be made when the Elections Commission approves the elections code for the Spring election. The Student Senate shall meet within two weeks following the election of its new members.

### Section 3. Meetings and Quorum

The Student Senate shall meet prior to the end of the spring semester following the election of its new members, and at least three more times in each academic year at such times and places as shall be specified by the Student Executive Committee. The meeting following the election of new members shall be a joint meeting of the outgoing and in-coming members of the Student Senate. It shall also assemble upon the call of the President of the student body, upon the call of the Student Executive Committee, or upon the call of at least twenty-five members of the Student Senate by petition to the President of the Student Body or to the Student Executive Committee. In response to a petition for a special meeting, the Student Senate shall meet within ten days of the delivery of the petition.

The time and place of the meeting shall be specified by the Student Executive Committee. The agenda shall be sent to all members before each regular meeting or be made available to all members before each special meeting. One-half of the members shall constitute a quorum to do business. Meetings may be closed to non-members by an affirmative vote of two-thirds of the members present and voting. Such closure must be done in conformity with State law. (See Appendix.) Minutes of all meetings shall be sent to members not later than thirty days after each meeting.

One half of the current voting members of a standing committee who have been registered as attending the meeting shall constitute a quorum to conduct committee business.

### Section 4. Election of Officers

- (a) A General Election shall be held on Wednesday and Thursday following the second Tuesday in April for the purpose of electing officers of the Student Senate.
- (b) President and Vice-President. In the General Election, one presidential ticket, consisting of one (1) President and one (1) Vice-President shall be elected jointly by the student body.
- (c) Student Senators. In the General Election, sixty-six (66) Student Senators shall be elected in the following manner:
  1. Fifty-seven (57) Academic Senators shall be elected by students enrolled in the following divisions:
    - a. Architecture and Urban Planning
    - b. Business
    - c. Education
    - d. Engineering
    - e. Music
    - f. Graduate

- g. Journalism and Mass Communications
  - h. Law
  - i. Liberal Arts and Sciences (+60)
  - j. Liberal Arts and Sciences (-60)
  - k. Pharmacy
  - l. Social Welfare
2. One (1) On-Campus Senator shall be elected by students from the student in any building operated under the Department of Student Housing.
  3. Five (5) Off-Campus Senators shall be elected by students from the Off-Campus Division.
  4. Two (2) Non-Traditional Senators shall be elected by students from the Non-Traditional Division.
- (d) Senators Not Elected in General Elections. Additional Student Senators may be appointed according to the provisions of the Student Senate Rules and Regulations. These Senators are not elected in the General Elections.
- (e) Apportionment of Academic Senator Seats. The Elections Commission shall apportion the fifty-seven (57) Academic Senator Seats to the various divisions on the basis of official twentieth-day headcount enrollment figures for the fall semester with the approval of the Student Executive Committee. Each division shall be apportioned at least two (2) seats.
- (f) Eligibility to Vote. To cast votes in a General Election, a student must be enrolled in one hour of course work at the Lawrence Campus of the University of Kansas. A student may cast votes for President and Vice-President, and for any Senate seat designated for each division of which the student is a member. Membership in a particular division shall be determined by the Elections Commissioner on the basis of official enrollment records, current as of one week prior to the opening of the polls.

The Vice President of the Student Body shall be the president of the Student Senate. In his or her absence, the chair shall be relinquished in the following order: a) Chief of Staff, b) Senior Holdover Senator, c) either remaining Holdover Senator, d) Student Body President. The Secretary of the Student Executive Committee shall be the Secretary of the Student Senate.

#### Section 5. Functions and Powers

Subject to and in accordance with the control of the Chancellor and the Board of Regents as provided by law, the Student Senate is empowered to formulate such Rules and Regulations as it shall deem wise and proper for the control and government of such affairs of the University as directly and primarily affect the students of the University and to take such steps as it shall deem necessary for their implementation and administration. Affairs of the University include, but are not limited to, student rights, privileges, and responsibilities, non-academic conduct of students, student organizations and activities, student publications, and student housing and health. Rules and Regulations so formulated may be enacted, amended or repealed by a 2/3 vote of the members present and voting at a regular or special meeting when the notice of the meeting states the substance of the enactment, amendment, or repeal to be considered.

Bills, Petitions, and Resolutions adopted by the Student Senate shall be transmitted by the Secretary to the President of the Student Body within one (1) week of their passage by the Student Senate. The President of the Student Body shall either (1) indicate his or her approval by signature or (2) within ten (10) calendar days of receipt of the Bill, Petition, or Resolution in question indicate his or her disapproval by written statement to the Chairperson of the Student Executive Committee, including in this statement the reasons for said disapproval.

Upon receipt by its Chairperson of such statement of disapproval by the President of the Student Body, the Student Executive Committee shall place the disapproved measure on the agenda of the next regularly scheduled or special meeting of the Student Senate, with precedence over any and all items of new business. Unless the time limit is waived by unanimous consent, debate on the measure shall not exceed one hour, at the end of which time the presiding officer shall call for the yeas and nays on the questions: "Shall this measure pass, the disapproval of the President of the Student Body notwithstanding?" If two-thirds of the members of the Student Senate present and voting respond in the affirmative, the measure shall be considered duly enacted.

If the President of the Student Body should fail for a period of ten (10) calendar days to take any action on a Bill, Petition, or Resolution adopted by the Student Senate and duly transmitted to him/her by the secretary of the Student Senate, such measure shall be considered duly enacted.

It shall be the duty of the Executive committee Chair to collect, compile and codify the Rules and Regulations, and to keep the members currently supplied with copies of them.

#### Section 6. Privilege

It shall be the privilege of the Student Senate to address itself to the faculties, students and staff, to the Chancellor, and to the Board of Regents on any matter relating to the University and its operation.

### ARTICLE VII. UNIVERSITY SENATE EXECUTIVE COMMITTEE: STRUCTURE AND FUNCTIONS

#### Section 1. Membership, Term of Office and Nomination

Eleven members of the University Senate shall be elected to serve as the University Senate Executive Committee. The term will begin the day after Commencement of the election year and will continue until Commencement the following year.

The six members of the Faculty Senate Executive Committee shall serve on SenEx. Election of the FacEx members shall take place in accordance with the provisions of Article VIII, Section 1. One member representing the University Support Staff Senate and one member representing the Unclassified Senate shall be elected by their respective groups. At its regular joint meeting the undergraduate student members of the incoming Student Senate shall nominate and elect two undergraduate student members to SenEx from the undergraduate student membership of the University Senate, and the graduate student members of the incoming Student Senate shall nominate and elect one graduate student member to SenEx from the graduate student membership of University Senate. The graduate student membership bloc of the Student Senate is composed of all those Student Senators pursuing post-baccalaureate degrees at the time they declare their candidacy for the Student Senate.

The President and the President-elect of the University Senate shall be ex-officio, non-voting members of SenEx if not elected to one of the six faculty positions on SenEx. Such ex officio membership shall not be counted toward the maximum of two consecutive years of membership on SenEx. The presidents of the Faculty, Student, University Support Staff, and Unclassified Senates shall serve as ex-officio, non-voting members of SenEx if they are not among the elected SenEx members.

#### Section 2. Officers

The president (a faculty member) and vice president (a student member) of the University Senate shall serve as chair and vice chair of the Senate Executive Committee. In the chairperson's absence, the vice-chair shall carry out the duties of the chair.

#### Section 3. Functions and Quorum

The University Senate Executive Committee shall ensure that all functions of the University Senate are carried out expeditiously and in conformity with the provisions of this Code. When necessary, it shall arrange for and call the meetings of the University Senate; it shall create such temporary committees as it deems necessary to the work of the University Senate and its standing committees; it shall ensure that all committees are active and make the proper reports to the University Senate. In addition, it shall bring before the University Senate all matters that should be of concern to them, shall consult with the Chancellor or the Provost on all matters involving University Senate business, and shall transmit the recommendations or the advice of the University Senate to the Chancellor or the Provost or other administrative officials. It may advise administrative officials on statements of University policy or procedure that are generally applicable to the University community, but such statements shall be considered approved by the University Senate only if submitted and approved in accordance with Article 1.9. Finally it shall act on behalf of the University Senate in all matters requiring expeditious action, and shall make appropriate reports of any such action.

To carry out its assigned duties the University Senate Executive Committee shall meet once a month or more often when summoned by its chairperson, six voting members constituting a quorum for the transaction of business.

### ARTICLE IX. STUDENT EXECUTIVE COMMITTEE: STRUCTURE AND FUNCTION



### Section 1. Membership, Term of Office and Nomination

The Student Executive Committee shall consist of eleven members of the Student Senate including the President and Vice President of the student body, the three members of the Student Senate on the University Senate Executive Committee, the chairpersons of the four Student Senate standing committees, and a chair who shall be currently, or shall have been, a voting member of Student Senate to be appointed by the President of the student body with the consent of the Senate. The Student Senate Treasurer, the Student Senate Executive Secretary, the Student Senate Outreach Director, the Student Senate Government Relations Director, and the Student Senate Development Director shall serve as a non-voting ex officio member of the Student Executive Committee.

### Section 2. Officers

The Student Senate Executive Secretary shall be the secretary of the Student Senate Executive Committee. He/she shall have no vote unless he/she becomes a member of the committee.

### Section 3. Functions and Quorum

The Student Executive Committee shall perform the same functions with regard to the Student Senate and its committees and shall bear the same relationship to the President of the student body, as the University Senate Executive Committee performs with regard to the University Senate and its committees and shall bear to the Chancellor and the Provost the same relations as provided in Article VII, Section 3, paragraph one. The Student Executive Committee shall meet when summoned by its chairperson, six members constituting a quorum for the transaction of business.

## ARTICLE XVI. STANDING COMMITTEES OF THE STUDENT SENATE

### Section 1. Committees Identified

The Student Senate shall have the following five standing committees:

- (1) Finance
- (2) Multicultural Affairs
- (3) Student Rights
- (4) University Affairs

The responsibilities of each standing committee shall be fixed by the Student Senate.

### Section 2. Membership

Any student at the University of Kansas is eligible to be a voting member of a standing committee. Any student wishing to become a member of a committee after the first committee meeting of each semester shall have only speaking privileges at the first meeting s/he attends. Voting privileges shall not be extended until the second meeting s/he attends. All senators are required to be a member of a standing committee with the exception of the Non-Traditional senators, and the University Senate members. Graduate and Law senators are required to attend at least two (2) committee meetings to fulfill their committee meeting requirements.

One half (1/2) of the current voting members of the standing committee who have been registered as attending the meeting shall constitute a quorum needed to conduct business.

### Section 3. Functions

The standing committees of the Student Senate shall develop and recommend changes in procedures and policies within the areas of their responsibilities. Each standing committee shall, when requested by the Student Senate or Student Executive Committee, or by the University Senate Executive Committee, report to the requesting authority on matters within its charge. When deemed appropriate by the Student Senate, a report of a standing committee shall be distributed to all members of the University Senate.

## ARTICLE XIX. STUDENT REPRESENTATION ON COMMITTEES

19.1 In this Article, the terms "faculty" or "faculties," shall be interpreted to mean both faculty members and those students who have been recognized as legitimate members of academic decision-making bodies of the College and the various schools, departments and programs.

19.2 The College and each school, department and program shall make provisions for the inclusion of a number of students as voting members on all policy-making committees and at all full College, school, program or departmental meetings. The number of students on each such committee shall be no less than 20 percent of the number of faculty members who hold the rank of instructor or above and who serve on the committee. The number of students included in full College, school, program or departmental meetings shall be no less than 20 percent of the number of faculty members who hold the rank of instructor or above and who constitute the body.

19.2.1 To be eligible for membership in such bodies, a student shall be regularly enrolled in the University. If an undergraduate he or she shall be in good academic standing as defined by the College or school the student is enrolled in. If a graduate student, he or she shall be enrolled for a least six hours credit and maintain academic standing as defined by the graduate program the student is enrolled in.

19.2.2 The appropriate student constituency shall in each instance have an opportunity, at least annually, to elect qualified students to said positions, and should the appropriate student constituency fail to elect representatives to said positions, the College, school or department shall make reasonable and periodic efforts to secure qualified and interested students to serve until such time as an election can be held to fill said positions.

19.2.3 In this regulation, the term "policy-making" includes but is not limited to the discussion, initiation, adoption, revision, alteration, or elimination of policies, procedures, priorities, courses, curricula, prerequisites, programs, admissions criteria, degree requirements, and honors programs. In those committees which are concerned with the application of policies to specific individuals or situations, students are not necessarily included by Section 19.2.

19.2.4 The determination of what committees are "policy-making committees" under this regulation shall be made by the full College, school, department or program at a time when properly selected student representatives have been invited to be present and to vote.

19.3 The University Senate, the University Senate Executive Committee ("SenEx"), and the University Senate standing committees include students as voting members. The number of student members in these entities shall be no less than 20 percent of the number of faculty members in each body.

#### KANSAS OPEN MEETING ACT

Kansas statutes Annotated

These statutes are current through the 2010 Legislative Session

#### Chapter 75.--STATE DEPARTMENTS; PUBLIC OFFICERS AND EMPLOYEES

#### Article 43.--PUBLIC OFFICERS AND EMPLOYEES

75-4317. Open meetings declared policy of state; citation of act.

(a) In recognition of the fact that a representative government is dependent upon an informed electorate, it is declared to be the policy of this state that meetings for the conduct of governmental affairs and the transaction of governmental business be open to the public.

(b) It is declared hereby to be against the public policy of this state for any such meeting to be adjourned to another time or place in order to subvert the policy of open public meetings as pronounced in subsection (a).

(c) K.S.A. 75-4317 through 75-4320a shall be known and may be cited as the open meetings act.  
History: L. 1972, ch. 319, § 1; L. 1975, ch. 455, § 1; L. 1999, ch. 96, § 1; July 1.

75-4317a. Meeting defined.

As used in the open meetings act, "meeting" means any gathering or assembly in person or through the use of a telephone or any other medium for interactive communication by a majority of the membership

of a body or agency subject to this act for the purpose of discussing the business or affairs of the body or agency.

History: L. 1977, ch. 301, § 1; L. 1994, ch. 64, § 1; L. 2008, ch. 178, § 1; July 1.

75-4318 Meetings of state and subdivisions open to public; exceptions; secret ballots; notice; agenda, cameras, photographic lights, recording devices.

(a) Subject to the provisions of subsection (g), all meetings for the conduct of the affairs of, and the transaction of business by, all legislative and administrative bodies and agencies of the state and political and taxing subdivisions thereof, including boards, commissions, authorities, councils, committees, subcommittees and other subordinate groups thereof, receiving or expending and supported in whole or in part by public funds shall be open to the public and no binding action by such bodies shall be by secret ballot. Meetings of task forces, advisory committees or subcommittees of advisory committees created pursuant to a governor's executive order shall be open to the public in accordance with this act.

(b) Notice of the date, time and place of any regular or special meeting of a public body designated hereinabove shall be furnished to any person requesting such notice, except that:

(1) If notice is requested by petition, the petition shall designate one person to receive notice on behalf of all persons named in the petition, and notice to such person shall constitute notice to all persons named in the petition;

(2) if notice is furnished to an executive officer of an employees' organization or trade association, such notice shall be deemed to have been furnished to the entire membership of such organization or association; and

(3) the public body may require that a request to receive notice must be submitted again to the body prior to the commencement of any subsequent fiscal year of the body during which the person wishes to continue receiving notice, but, prior to discontinuing notice to any person, the public body must notify the person that notice will be discontinued unless the person resubmits a request to receive notice.

(c) It shall be the duty of the presiding officer or other person calling the meeting, if the meeting is not called by the presiding officer, to furnish the notice required by subsection (b).

(d) Prior to any meeting hereinabove mentioned, any agenda relating to the business to be transacted at such meeting shall be made available to any person requesting the agenda.

(e) The use of cameras, photographic lights and recording devices shall not be prohibited at any meeting mentioned by subsection (a), but such use shall be subject to reasonable rules designed to insure the orderly conduct of the proceedings at such meeting.

(f) Except as provided by section 22 of article 2 of the constitution of the state of Kansas, interactive communications in a series shall be open if they collectively involve a majority of the membership of the body or agency, share a common topic of discussion concerning the business or affairs of the body or agency, and are intended by any or all of the participants to reach agreement on a matter that would require binding action to be taken by the body or agency.

(g) The provisions of the open meetings law shall not apply:

(1) To any administrative body that is authorized by law to exercise quasi-judicial functions when such body is deliberating matters relating to a decision involving such quasi-judicial functions;

(2) to the parole board when conducting parole hearings or parole violation hearings held at a correctional institution;

(3) to any impeachment inquiry or other impeachment matter referred to any committee of the house of representatives prior to the report of such committee to the full house of representatives; and

(4) if otherwise provided by state or federal law or by rules of the Kansas senate or house of representatives.

History: L. 1972, ch. 319, § 2; L. 1975, ch. 455, § 2; L. 1977, ch. 301, § 2; L. 1978, ch. 361, § 1; L. 1985, ch. 284, § 1; L. 2001, ch. 122, § 1; L. 2002, ch. 162, § 1; L. 2008, ch. 178, § 2; L. 2009, ch. 58, § 1; July 1.

75-4319 Closed or executive meetings; conditions; authorized subjects for discussion; binding action prohibited; certain documents identified in meetings not subject to disclosure.

(a) Upon formal motion made, seconded and carried, all bodies and agencies subject to the open meetings act may recess, but not adjourn, open meetings for closed or executive meetings. Any motion to recess for a closed or executive meeting shall include a statement of (1) the justification for closing the meeting, (2) the subjects to be discussed during the closed or executive meeting and (3) the time and place at which the open meeting shall resume. Such motion, including the required statement, shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion.

(b) No subjects shall be discussed at any closed or executive meeting, except the following:

(1) Personnel matters of nonelected personnel;

(2) consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship;

(3) matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency;

(4) confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships;

(5) matters relating to actions adversely or favorably affecting a person as a student, patient or resident of a public institution, except that any such person shall have the right to a public hearing if requested by the person;

(6) preliminary discussions relating to the acquisition of real property;

(7) matters permitted to be discussed in a closed or executive meeting pursuant to K.S.A. 74-8804 and amendments thereto;

(8) matters permitted to be discussed in a closed or executive meeting pursuant to subsection (d)(1) of K.S.A. 38-1507 and amendments thereto or subsection (e) of K.S.A. 38-1508 and amendments thereto;

(9) matters permitted to be discussed in a closed or executive meeting pursuant to subsection (j) of K.S.A. 22a-243 and amendments thereto;

(10) matters permitted to be discussed in a closed or executive meeting pursuant to subsection (e) of K.S.A. 44-596 and amendments thereto;

(11) matters permitted to be discussed in a closed or executive meeting pursuant to subsection (g) of K.S.A. 39-7,119 and amendments thereto;

(12) matters required to be discussed in a closed or executive meeting pursuant to a tribal-state gaming compact;

(13) matters relating to security measures, if the discussion of such matters at an open meeting would jeopardize such security measures, that protect: (A) Systems, facilities or equipment used in the production, transmission or distribution of energy, water or communications services; (B) transportation and sewer or wastewater treatment systems, facilities or equipment; (C) a public body or agency, public building or facility or the information system of a public body or agency; or (D) private property or persons, if the matter is submitted to the agency for purposes of this paragraph. For purposes of this paragraph, security means measures that protect against criminal acts intended to intimidate or coerce the civilian population, influence government policy by intimidation or coercion or to affect the operation of government by disruption of public services, mass destruction, assassination or kidnapping. Security measures include, but are not limited to, intelligence information, tactical plans, resource deployment and vulnerability assessments;

(14) matters permitted to be discussed in a closed or executive meeting pursuant to subsection (f) of K.S.A. 65-525, and amendments thereto;

(15) matters permitted to be discussed in a closed or executive meeting pursuant to K.S.A. 2009 Supp. 75-7427, and amendments thereto; and

(16) matters permitted to be discussed in a closed or executive meeting pursuant to K.S.A. 2009 Supp. 46-3801, and amendments thereto.

(c) No binding action shall be taken during closed or executive recesses, and such recesses shall not be used as a subterfuge to defeat the purposes of this act.

(d) (1) Any confidential records or information relating to security measures provided or received under the provisions of subsection (b)(13), shall not be subject to subpoena, discovery or other demand in any administrative, criminal or civil action.

(2) (A) Except as otherwise provided by law, any confidential documents, records or reports relating to the parole board provided or received under the provisions of subsection (b)(16) shall not be subject to subpoena, discovery or other demand in any administrative, criminal or civil action.

(B) Notwithstanding any other provision of law to the contrary, any summary statement provided or received under the provisions of subsection (b) (16) shall not be subject to subpoena, discovery or other demand in any administrative, criminal or civil action.

History: L. 1972, ch. 319, § 3; L. 1977, ch. 301, § 3; L. 1981, ch. 344, § 1; L. 1988, ch. 315, § 4; L. 1992, ch. 318, § 9; L. 1993, ch. 286, § 75; L. 1994, ch. 254, § 3; L. 1996, ch. 256, § 23; L. 1999, ch. 96, § 2; L. 2001, ch. 190, § 2; L. 2004, ch. 177, § 2; L. 2005, ch. 126, § 4; L. 2007, ch. 177, § 16; L. 2009, ch. 132, § 14; July 1.

#### 75-4320 Penalties.

(a) Any member of a body or agency subject to this act who knowingly violates any of the provisions of this act or who intentionally fails to furnish information as required by subsection (b) of K.S.A. 75-4318, and amendments thereto, shall be liable for the payment of a civil penalty in an action brought by the attorney general or county or district attorney, in a sum set by the court of not to exceed \$500 for each violation. In addition, any binding action which is taken at a meeting not in substantial compliance with the provisions of this act shall be voidable in any action brought by the attorney general or county or district attorney in the district

court of the county in which the meeting was held within 21 days of the meeting, and the court shall have jurisdiction to issue injunctions or writs of mandamus to enforce the provisions of this act.

(b) Civil penalties sued for and recovered hereunder by the attorney general shall be paid into the state general fund. Civil penalties sued for and recovered hereunder by a county or district attorney shall be paid into the general fund of the county where the proceedings were instigated.

(c) No fine shall be imposed pursuant to subsection (a) for violations of subsection (f) of K.S.A. 75-4318, and amendments thereto, which occur prior to July 1, 2009.

History: L. 1972, ch. 319, § 4; L. 1977, ch. 301, § 4; L. 2004, ch. 177, § 3; L. 2008, ch. 178, § 3; July 1.