Constitution

of the

University of Kansas Student Senate



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PREAMBLE

WE, THE STUDENTS OF THE UNIVERSITY OF KANSAS, recognize and value the importance of our role in fulfilling the educational aspirations and success of the University. Fully committed to properly advocating and communicating student's needs and convictions to the administration, faculty, staff, as well as local, state, and federal authorities; we do hereby assemble as a united and organized body of students which together shall constitute The Student Senate.

All power and authority of the University originates from the members of the Student Body. The Student Senate shall be the representative body of the students at the University.

Subject to and in accordance with the control of the Chancellor and the Board of Regents as provided by law, Student Senate is empowered to formulate the present constitution, along with its codes and bylaws, as it shall deem wise and proper for the control and governance of all University affairs which directly and primarily affect the students of the University:

The Student Senate shall enhance the learning experience of all KU students both in and out of the classroom.

The Student Senate shall further the cultural, social, and political growth of KU students.

The Student Senate shall ensure that the learning opportunities at KU are open to all students without exception. This includes but is not limited to race, religion, sex, gender identity and expression, color, disability, national origin, ancestry, sexual orientation, political affiliation, marital or parental status, socio-economic status and to the extent specified by law, age or veteran status.

The Student Senate shall protect and enhance students' right to free speech.

The Student Senate shall increase access and input in university policy decisions and the educational process at KU.

The Student Senate shall build a vital and thriving University community encompassing students, faculty, staff, and administration. The Student Senate shall work to strengthen ties between the University community and all the residents of Lawrence and the State of Kansas.

The Student Senate shall represent students at all levels as a part of university governance.

The Student Senate shall represent students on university, local, state, national, and international levels to further these goals.

The Student Senate shall ensure that the University of Kansas listens to student advocacy at every level.

This Constitution shall become effective upon the approval of the majority of the Student's Assembly, present and voting as provided by Article V, Section 4 of the University Senate Code. "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." Upon a two-thirds (2/3) vote of the members present and voting, the Student's Assembly may give, in bill form, final approval for an exemption from a specific part of this Constitution to any corporation, organization, or group.

We do hereby ordain and establish this constitution, which shall be the governing document of the Student Senate.

TITLE ONE // GENERAL PROVISIONS

Article I. Authority. The authority of this Constitution is the basis for all business conducted by the Student Senate and shall be referred to for the appropriate governance and formulation, as well as execution, of policy.

Article II. Branches of Government. The KU Student Senate shall consist of three branches of government that are granted special responsibilities and powers under this constitution, these three branches and their corresponding articles are as follows:

A. The Legislative Branch, Title Two
B. The Executive Branch, Title Three
C. The Judicial Branch, Title Four

Article III. Student Senate Code of Ethics. The KU Student Senate is empowered by the Student Body to responsibly and ethically represent student interests. For this reason, members of all branches of government are expected to abide by the following Student Senate Code of Ethics:

A. Student Senate members will faithfully and honestly represent their constituency and the student body.
B. Student Senate members represent a diverse and multicultural body of students and shall always be mindful and respectful of all cultures and identities when legislating on behalf of students.
C. Student Senate members will present all legislation with complete and accurate information.

D. Student Senate members will consistently and regularly vote on matters before the Senate. Each member has only one (1) vote.

E. Student Senate members will receive all bills with fair and rigorous discussion.

F. Student Senate members will actively participate in Senate meetings and shall contribute to the conditions necessary for healthy and productive conversation, as well as promote collaboration among other members to create consensus on matters pertaining to the charges of each Standing Council.

G. Student Senate members shall be expected to abide by the Code of Student Rights and Responsibilities.

H. Student Senate members shall practice mutual respect for all fellow members of Student Senate and shall maintain decorum in all meetings where they represent the KU Student Senate.

I. Student Senate members shall not knowingly use their position to solicit any monetary or non-monetary gift or normally unattainable advantage from any individual.

Article IV. Excused Absences. An absence will be excused for the following reasons: family emergencies, religious holidays, substantial illness, job interviews, unexpected graduate teaching responsibilities relating to examinations or special events, graduate student time sensitive research studies, graduate student required clinical hours, attendance at conferences, preparation for comprehensive, preliminary/oral exam, and thesis defense, or verified student-athlete obligations.

Article V. Quorum. One-half (1/2) of the current voting members of the Student's Assembly and/or any Student Senate legislative body or board shall constitute a quorum needed to conduct the business of student government. This shall ensure that every decision made by the Student's Assembly shall center the importance of representative democracy on the student level.

Article VI. Accessibility. The Student Senate must be an accessible space for all. If any special accommodations are required by any member, they shall contact the Internal Affairs Director, who shall be in charge of finding the requested accommodations.

Article VII. Other Documents that Supplement the Constitution of the KU Student Senate.

Section 1. Documents. Some documents are considered a critical part of student governance at the University of Kansas. The documents are as follows:

1. The University Senate Code (USRR), The most up-to-date version of this document can be found in the KU Policy Library, located at https://policy.ku.edu/.
2. The Code of Student Rights and Responsibilities, The most up-to-date version of this document can be found in the KU Policy Library, located at https://policy.ku.edu/.
3. The Student Senate Budget Book, Available on Student Senate Website
4. Office Policy Manual, Available on Student Senate Website

Article VIII. Rules of Procedure for all Student Senate Meetings. The rules contained in Roberts' Rules of Order (Newly Revised) shall govern unless otherwise contradicted by the Student Senate Constitution. All official business of the Student Senate, its committees, and boards shall be restricted to the officially held public meetings of said groups. This shall not limit online voting for the purpose of Student elections. All voting shall be done electronically via the official Student Senate Microsoft Teams.

Article IX. Definitions Pertinent to the Function of Student Senate.

Section 1. Definitions.

1. "Regularly Enrolled Student" refers to any registered student enrolled in at least one (1) credit hour of course work at the University Lawrence Campus. Coursework through the Office of Study Abroad or through a 'for credit internship' through a University of Kansas academic department or school shall count as coursework at the Lawrence Campus.
2. "First Year Undergraduate Student" refers to a student that has never attended any post-secondary educational institution beyond receiving university credit while attending high school or while attending summer school in the summer following high school graduation.
3. "Division" refers to each School of the University, and the following categories of students: on campus residential students, off-campus residential students, nontraditional students, graduate students, and international students. The College of Liberal Arts and Sciences consists of two divisions: the Freshman and Sophomore division & the Junior and Senior Division. Acceptance in another division shall not constitute official enrollment.
4. "On-Campus Residential Students" refers to students living in the residential areas operated under the auspices of KU Student Housing.

5. "Off-Campus Residential Students" refers to students who do not live in residential areas operated under the auspices of KU Student Housing.
6. "Non-Traditional Student" refers to any undergraduate student who is twenty-four (24) years of age or older or is one of the following: married, a parent, a veteran, active military students that can be called into service at any time or in such a way that can interrupt the student's college career, commuting more than ten (10) miles to the University, or has had a break of at least two years in their college education, a primary caregiver, or a full time employee working 40 or more hours per week.
7. "International Student" refers to any student who is not a United States citizen, currently in any non-immigrant status, does not have approved United States permanent residency status, does not have approved refugee status, and/ or does not have approved political asylum status.
8. "Candidate" refers to any individual who has satisfied all of the requirements to run for office in an Election, and has filed a declaration of candidacy with the Student Elections Commission, or has been deemed eligible to run for office by the Student Elections Commission.
9. "Polling Site" refers to any location in which students shall legally vote.
10. "Campaigning" refers to any activity that promotes or discourages the election of one or more candidates, or promotes or discourages the passage of one or more referenda. Campaigning shall not include meetings attended by coalition members for developing a platform or conducting business related to the internal affairs of a coalition. The promotion of these meetings shall not constitute campaigning. Signature gathering also does not constitute campaigning.
11. "Campaign Material" refers to any paraphernalia or property with the primary purpose of promoting or opposing the election of any candidate or group of candidates to any Student Senate office. Examples of Campaign material include, inter alia, buttons, t-shirts, flyers, posters, signs, websites, and food purchased for campaign related events.

12. “Calendar Week” refers to a week, which begins at 12:00am on a Sunday.
13. “Student Coalitions” shall be defined as any group of students who unite to campaign for Student Senate positions as defined in Title Six of this constitution and are registered as a student organization with the Student Involvement and Leadership Center.
14. “General Election” shall be defined as the election and/or vote on any/all candidates, coalitions, measures, initiatives and/or referenda.
15. ”Hearsay” shall be defined as evidence of a statement which is made other than by a witness while testifying at the hearing, offered to prove the truth of the matter stated, and is inadmissible. Exceptions to which include “admission by parties” and “confessions” as defined by the Kansas Rules of Evidence.
16. “Prejudicial Nature” shall be defined as evidence that may be excluded if its probative value is substantially outweighed by the risk that its admission will unfairly and harmfully surprise a party who has not had reasonable opportunity to anticipate that such evidence would be offered, as defined by Kansas Rules of Evidence (60-455).
    a. Evidence that is considered to have no probative value would be deemed irrelevant and in no circumstance be admissible under this definition.
17. “Campaign Launch” shall be defined as a gathering of people to initiate a campaign, via the Formation Caucus.
18. Instructional Day: any day Monday through Friday during which classes are held in regular session at the University.
19. Multicultural Purpose: an intent to explore or increase understanding of issues related to race, ethnicity, geographical origin, gender, sexual orientation, physical ability, religion, economic class and age
20. Non-profit organization: an organization with registered IRS 501(c) (3) status

21. Service Fee: A fee charged by a non-university affiliated corporation, organization, or group or any individual for any rental or service provided.
22. Student Senate Logo: the official logo of the Student Senate as approved by the Student Executive Council.
23. Travel Expense: that cost that is incurred from or in any way related to travel including conference registration fees.
24. Referendum: the principle or practice of submitting to popular vote a measure passed upon or proposed by a legislative body or by popular initiative.
25. Initiative: a procedure enabling a specified number of voters, by petition, to propose legislation and secure its submission to the electorate or to a legislative body for approval.
26. Special election: an election ordered by a two-thirds (2/3) vote of Student Senate so that pressing legislation may be put to a direct vote of the student body not during the regularly scheduled Student Senate elections.

TITLE TWO // THE LEGISLATIVE BRANCH

Article I. Legislative Power. All legislative power is held by the Student Senate. This power shall be shared among three (3) Standing Councils and the Student's Assembly which shall constitute the Legislative Branch.

Article II. Division of Student Senator Seats & Apportionment. Student Senators shall be elected by the students of their constituency. Each Senator must be a member of their constituency at the time of the election. When there is a vacant senate seat, the vacancy must be filled in accordance with the senator replacement guidelines established by this constitution. Student Senators shall be elected by by the following divisions:

Section 1. Academic Student Senators. Senators belonging to this division shall represent a constituency that is related to the school a senator is enrolled in, or the year of study of a senator. If a senator is a graduate student, they shall represent a graduate constituency. International students may decide to represent the international community, or they can decide to represent any other constituency which may be applicable to them in accordance to their graduate or undergraduate status. The same is the case with Non-Traditional students who may decide to represent the entire Non-Traditional community, or any other constituency which may be applicable to them in accordance to their graduate or undergraduate status. Academic Student Senators shall be divided according to the following constituencies:

a. First-Year
b. International Undergraduate
c. International Graduate
d. Domestic Graduate
e. Non-Traditional
f. The College of Liberal Arts and Sciences
g. The School of Architecture & Design
h. The School of Business
i. The School of Education & Human Sciences
j. The School of Engineering
k. The School of Journalism & Mass Communication
l. The School of Law
m. The School of Music
n. The School of Pharmacy
o. The School of Social Welfare

Section 2. Community Student Senators. Identity, and Multicultural, related organizations may decide to appoint a member of their organization as a senator. These senators shall advocate on behalf of their organizations and the populations they represent. An organization is free to decide whether or

not they shall appoint a senator in any given year. No organization that requires dues may have a Community Senator seat. Community Student Senators shall represent the following constituencies:

a. Graduate Student Advisory Board
b. The Asian American Student Union
c. The Black Student Union
d. The First Nations Student Association
e. The International Student Association
f. The Latin American Student Union
g. oSTEM
h. Student Veterans of America
i. The Fulbright Scholars Association
j. All Scholarship Hall Council
k. Undergraduate Business Council
l. Multicultural Greek Council
m. Panhellenic Association
n. Interfraternity Council
o. Muslim Student Association
p. National Pan-Hellenic Council
q. Latin American Graduate Organization
r. KU Challenge

Section 3. On-Campus Student Senators. A total of three (3) On-Campus Student Senators shall be elected during the Spring Elections to represent students who live in the Residence Halls, Scholarship Halls, or Apartment Living. One (1) senator shall be elected to represent the Residence Halls community, one (1) senator shall be elected to represent the Scholarships Hall community, and one (1) senator shall be elected to represent the Apartment Living community.

Section 4. Off-Campus Student Senators. Five (5) Off-Campus Student Senators shall be elected by the off-campus division. The off-campus division includes only students who live off campus and are not members of a sorority or fraternity.

Section 5. Associate Senators. One (1) Associate Senator shall be elected from each of the four Standing Councils at the first or second council meeting of the Fall semester in order to represent the concerns of the council in the Student's Assembly. Associate Senator's shall serve for one (1) term during the fall semester with the ability to run for re-election in the Spring semester for a second term. A Council may decide to elect a new Associate Senator for the Spring semester.

Article III. Number of Student Senator Seats by Division. The Student Elections Commission shall be the body in charge of reviewing enrollment figures and apportion the Sixty-four (64) Academic Student Senator Seats to the various divisions on the basis of the official twentieth-day headcount enrollment figures for the fall semester with the approval of the Student Executive Council. This shall be done in accordance with the Elections Code established in Title Six of this Constitution.

1. There shall be Five (5) First-Year Senator seats that will be voted upon during the First-Year Fall Elections.
2. Each academic division is guaranteed two (2) seats. Further seats shall be apportioned to each academic division based on the official headcount enrollment figures of each school at the beginning of the academic year.
3. Each community division will have only one (1) seat.
4. The Graduate Student Body President will have one (1) vote within the Students Assembly and permanent voting rights within Student Councils after informing the Student Body Vice President of their choice of Council.

Article IV. Term of Office. Student Senators can serve from their election until the certification of the official election results from the next election.

Article V. Resignation. Student Senators can resign before the end of their term in office. Vacant seats must be filled in accordance with the senator replacement guidelines established by this constitution.

Article VI. Responsibilities of a Senator. All Student Senators are expected to engage with their constituents and adequately represent their needs and interests within the Student Senate. Senators are also expected to abide by the Student Senate Code of Ethics established in the first article of this constitution.

A. Attendance. Attendance at all Council meetings and Student's Assembly meetings will be required by all senators. If a Senator is unable to attend a Student's Assembly meeting, they shall notify the Internal Affairs Director prior to the meeting. If a Senator is unable to attend a Council Meeting, they shall notify the Internal Affairs Director and the respective Council Secretary prior to the meeting. Student Senators are allowed two unexcused absences or three absences of any kind per semester before they are considered in violation of this responsibility and could face disciplinary action.

B. Student Council Membership. All Student Senators are required to become a member of one (1) of the three (3) Student Councils of the KU Student Senate and attend meetings of that Student Council. All Student Senators must send information relating to their Student Council membership and/or any updates or changes to their Student Council membership to the Director of Internal Affairs.

C. Outreach. Each Senator will be appointed three (3) student organizations to represent. It is the responsibility of the Senators to reach out to their respective organizations and aid in drafting funding bills as well as convey

their needs and interests to the Student Senate. Outreach duties shall include, but are not limited to organization visits, meetings of their respective constituencies, and any other outreach programs that may take place throughout the year.

D. Training. All Senators are expected to attend the Legislative Training Sessions offered during the first two cycles of the Fall Semester to become more familiar with the duties of a Senator and how to properly write legislation. New senators must attend these training sessions in order to get acquainted with their new positions. Furthermore, Senators are required to complete a Social Justice Seminar and a Safe Zone Seminar organized at the beginning of the Fall and Spring semesters.

E. Student Fee Research & Advocacy. All Senators are required to be assigned to research one of the campus fees allocated by KU Student Senate each year. They must send their first three preferences to the Policy Director. The Policy Director will then seek to assign Student Senators as equitably as possible across the different services under the campus fee. Once a Student Senator has been selected for that Campus Fee, they shall reach out to the board member on the Campus Fee Advisory Board that is responsible for ensuring that this fee is researched and presented to the Campus Fee Review in the Spring.

Article VII. Disciplinary Procedures & Removal. Student Senators can be put on probation or can be removed from office before the end of their term if they fail to fulfill their responsibilities as defined in Title Two, Article VI.

A. The Chief of Staff shall have the power to censure or place on probation any senator found in violation of Title Two, Article VI. All disciplinary actions taken by the Chief of Staff shall be communicated to the senators being admonished within twenty- four (24) hours of the ruling.

B. If violations continue to occur after a senator has been censured or put on probation, the Chief of Staff, or any voting member of the Student

Executive Council, shall request the Student Executive Council to conduct hearings to review alleged violations. The Student Executive Council shall have the power to further discipline a senator by censuring, placing on probation, suspending, or expelling any senator found in violation of their responsibilities.

C. All respondent(s) must be notified of hearings/reviews at least five (5) days prior to the Student Executive Council meeting where the violations will be heard.

D. During the hearings, the complainant(s) shall be allocated five (5) minutes to present the alleged violations. The respondent(s) shall also be allocated five (5) minutes to rebut the alleged violations. After both parties have presented their cases, each party shall have two (2) minutes for closing arguments, followed by a vote.

E. After the Council's ruling, the Chief of Staff shall be responsible for notifying all parties of the action within twenty- four (24) hours of the ruling.

F. All disciplinary decisions of the Chief of Staff or the Executive Council may be appealed in writing to the Constitutional Court within one (1) week of notification by the Chief of Staff.

G. The Constitutional Court shall also have the power to censure, place on probation, suspend, or expel a senator if it deems it necessary and proper. The Court shall conduct hearings in accordance with the guidelines established in Title Four of this constitution.

Article VIII. Replacement Procedures. If a senate seat is vacated, the Chief of Staff shall advertise the position to the student body and encourage interested individuals to apply for a Student Senate Seat.

A. Applications to be a replacement senator shall be made publicly available through all Student Senate online platforms, and shall be regularly updated by the Chief of Staff in order to reflect the most recently vacated seats.

Updates to reflect current vacant seats shall be done no later than seven (7) days after a specific senate seat has been vacated.

B. If there is more than one (1) applicant for a replacement Student Senate seat, the Chief of Staff shall select five (5) Student Senators by lottery to review applications, and if necessary, interview the replacement Senator applicants within five (5) school days of the end of the acceptance period for applications.

Article IX. Legislation. One of the most important duties of the Student Senate is to generate legislation which shall formulate or modify policies and/or governance practices of the University that directly impact students. Legislation is also the way through which student organizations and other campus entities will be able to request for funds.

Section 1. Types of Legislation. There are three (3) different types of Legislation:

a. Bills: Any legislation that the Senate has the power to enact. A bill may be any piece of legislation that directly modifies/amends internal senate policy, or which deals with any of the matters this constitution empowers the senate to handle such as spending and fee allocations.

b. Petitions: Any legislation that appeals to authority, another governmental body, or another organization, with respect to a particular cause. Petitions shall be formal written requests, and shall have the endorsement of individuals who sign the petition.

c. Resolutions: Any non-actionable legislation that the Senate has no direct power over. A resolution's purpose may be giving a recommendation, demanding, condemning, or embracing an action, among other things. All resolutions shall have the endorsement of the body that passed it.

Section 2. Introduction & Approval of Legislation. Legislation shall be written or sponsored by members of the Student Senate, Student Councils, or the Student Senate Committees and Advisory Boards. Legislation must include a brief bill summary that indicates what the bill will do and why it's necessary, however Funding Bills shorter than one full page shall be exempt from this bill summary requirement. All legislation must be submitted to the Internal Affairs Director the Friday prior to Council meetings by 5:00pm. Once legislation has been submitted to the Internal Affairs Director it may NOT be edited. Legislation may only be edited by the Student Executive Council for the purpose of inserting each Student Council's amendment to the legislation or lack thereof.

1. Legislative Process. The legislative calendar of the Student Senate for the fall and spring semesters shall be divided into two-week legislative cycles.
   a. During the first week of a legislative cycle, all legislation previously submitted to the Chief of Staff shall be sent out to Standing Council Chairs by the Vice-President and will be heard and voted upon at the next Council Meeting. No legislation shall be submitted to more than two Standing Councils.
   b. If approved by two Standing Councils, legislation will then be sent out to the Student Executive Committee, which will add the legislation to the agenda for consideration by the Student's Assembly.
   c. During the second week of the legislative cycle, legislation previously approved by two Standing Councils shall be considered and voted upon by the Student's Assembly.
   d. All legislation slated for the agenda of the Student's Assembly or a Standing Council shall be made electronically available to all members at least 24 hours in advance of the meeting. Electronic copies of legislation on the Student's Assembly agenda should be submitted with Standing Council amendments and recommendations indicated.

2. Presenting Legislation. Authors of legislation shall have speaking privileges for the purpose of introducing the legislation during the consideration of their bill, petition, or resolution.
   a. Authors are expected to present their legislation to the Student Councils, and if approved by two Councils, the authors shall present their legislation to the Student's Assembly.
   b. Legislation being presented by or in conjunction with student organizations other than Student Senate shall take precedence over legislation being presented solely by Student Senators.
3. Guidelines for Legislation Eligibility. For legislation to be heard by the Standing Councils, it must have been submitted to the Chief of Staff the Friday prior to Council meetings.
   a. After Student Council considerations, legislation will only be added to the Student's Assembly agenda if it was approved by two Standing Councils to which it was referred. If any piece of legislation fails in any Council to which it was referred, it will not be added to the agenda for Student's Assembly.
   b. If a Student Council decides to generate legislation during a Council meeting, it shall be sent to the Chief of Staff after the conclusion of the meeting.
      i. Council-Generated Legislation shall be reviewed by the Student Executive Council to determine whether the legislation is time sensitive.
      ii. If legislation is deemed time sensitive, it shall be placed on the agenda of the next Student's Assembly meeting.
      iii. If it is not deemed time sensitive, legislation shall be added to the next legislative cycle and shall be reviewed by another Standing Council before being considered by the Student's Assembly.
   c. If the Student's Assembly decides to generate legislation during a meeting, it shall immediately be added to the regular agenda of that meeting for consideration.

d. Gender Identity, Expression, and Gendered Language. Personal pronouns in legislation must be gender neutral, unless the referred-to person's pronouns are known.

4. Approval of Legislation. Bills, petitions, and resolutions shall become effective after a passing vote, and upon the signature of the Student Body President.
   a. Legislation is first approved by the Standing Councils. Once approved, legislation shall be added to the agenda for consideration by the Student's Assembly. After the approval of the Student's Assembly, it shall be sent to the Student Body President for their official signature.
   b. All bills, petitions, and resolutions, with the exception of amendments to the Constitution, and Fee bills, require a simple majority to pass.
   c. Fee bills shall require a two-thirds (⅔) majority to pass. This shall be done in accordance with the guidelines established by the Budget Code in this constitution.
   d. Amendments to the Constitution must be approved by a two-thirds (2/3) majority of all Senators present and voting.
   e. Legislation can be amended by the Standing Councils or the Student's Assembly by a simple majority. Amendments made to legislation cannot be overturned by the original authors or sponsors of the legislation.
   f. The Student Body President has the power to veto any legislation. In the event that legislation is vetoed by the Student Body President, and the Student Senate Chief of Staff receives a written statement of disapproval, such a statement shall be distributed to all the members of the Student Senate no later than 72 hours after the disapproval statement was emitted. Student Senate may override a Presidential veto by two-thirds (2/3) vote of the members present and voting.

Article X. The Student's Assembly. The Student's Assembly shall serve as the highest legislative body of the Student Senate.

Section 1. Student's Assembly Speaking and Voting Rights. Any student, staff, or faculty member shall be able to attend a Student's Assembly meeting either in person or live through our Student Senate virtual channel.

1. All elected and appointed Student Senators shall have speaking and voting rights.
2. The Chairs of the Student Councils shall have speaking and voting rights.
3. Cabinet members and the CCO Directors shall serve as ex officio non-voting members of the Student's Assembly.
4. The Vice Provost of Student Affairs & Associates & Assistants Vice Provosts of Student Affairs shall serve as ex-officio, non-voting members of the Student's Assembly.
5. The Student Senate Advisors that are appointed by Student Affairs shall serve as ex, officio, non voting members of the Students Assembly.
6. One half (½) of the current voting members of the Student Senate shall constitute a quorum needed to conduct business.
7. All Students who have enrolled in at least 1 credit hour of coursework at the University of Kansas - Lawrence and/or Edwards Campus are members of the KU Student Senate and shall be ex-officio non-voting members of the Students Assembly.
8. All ex-officio, non-voting members shall hold speaking rights in the Students Assembly. If someone is NOT an ex-officio, non-voting member of the Students Assembly and wishes to speak, they may have speaking rights deferred to them at the discretion of the President of the Students Assembly or a simple majority vote by members present and voting.

Section 2. General Responsibilities of the Student's Assembly. The Student's Assembly shall review and vote upon any eligible legislation as determined by Title Two Article IX Section 2.3. This space shall also serve for senators to express the concerns and aspirations of their constituents and their

Councils, as well as for the Cabinet to inform the rest of the Senate what they are working on. This space shall also serve as a forum to address the issues that affect students the most.

1. Cabinet members shall conduct officer reports at the beginning of every Student's Assembly meeting.
2. New Business in the agenda shall consist of an Interim Agenda, a Consent Agenda and a Regular Agenda.
   a. Interim Agenda. The interim agenda shall consist of all legislation that was enacted by the Student Executive Council during the break period and will be considered at the first scheduled meeting of the Student's Assembly following the break period. The interim agenda shall be approved as a whole by a majority favorable vote. An objection to legislation on the Interim Agenda shall move it to the top of the Regular Agenda.
   b. Consent Agenda. The Consent Agenda shall consist of all legislation allocating one thousand dollars ($1,000) or less. The Consent Agenda shall be approved as a whole. Objections to the placement of a given piece of legislation on the Consent Agenda shall move it to the top of the Regular Agenda.
   c. Regular Agenda. The Regular Agenda shall consist of any legislation of the Consent or Interim Agenda needing further discussion/debate, or any bill allocating $500.00 or more. The Regular Agenda shall also include petitions or resolutions.
3. Once all items in the agenda have been addressed, the meeting shall end with a space which shall have the purpose of an open forum for any announcements or further concerns that anyone present would like to bring up the attention of the Student's Assembly.

Section 3. Legislative Responsibilities of the Student's Assembly. The Student's Assembly is to review, debate, and vote on any legislation referred to the Assembly by the Student Executive Council. The Student's Assembly

also has the power to generate legislation during session. This process shall be conducted in accordance with the rules of procedure established in this Constitution. The Student's Assembly shall have the authority to approve individual bills, while sending others back with recommendations to the Finance Council or any other Council for review. A Student's Assembly Special Session may be called by the Student Body President, the Student Executive Council, or by a petition signed by twenty-five (25) members of the Student Senate and delivered to the Student Body President or the Student Executive Committee.

Section 4. Responsibilities of the Student's Assembly Leadership. The role of the leadership is to ensure the conditions necessary for healthy and productive conversation are present during Student's Assembly sessions, as well as promote collaboration among Senate members in order to create consensus on matters of great importance to the student body.

1. The Student Body Vice President shall preside over all Student's Assembly meetings and shall make all relevant information to the meeting such as agenda and legislation electronically available to all students at least 24 hours in advance of the meeting. (Active Public Dispersal)
2. The Chief of Staff shall assume the responsibilities of the Student Senate Presiding Officer in the event of the absence or removal of the Vice President. The position of the Presiding Officer of the Student Senate shall be relinquished in the following order:
   a. Coordinator of Staff
   b. Senior Senator
   d. Student Body President
3. The Internal Affairs Director shall take the minutes of all Student's Assembly meetings and make the minutes available to the entire Student Senate no later than 48 hours after the conclusion of a meeting. The

Internal Affairs Director shall also be in charge of keeping track of attendance during these meetings.

Article XI. Speaker of the Students Assembly.

Section 1. The Speaker of the Students Assembly shall have the following job responsibilities:

1. The Speaker of the Students Assembly shall serve as the Presiding Officer and President of the Student's Assembly.
    a. In their capacity as the Presiding Officer of the Student's Assembly, the Speaker of the Students Assembly shall work to cultivate a safe and inclusive atmosphere within Student Senate meetings and external activities.
    b. In their capacity as Speaker of the Student's Assembly, the Speaker shall ensure that all legislative activities are carried out in accordance with Title II of the Student Senate Constitution.
    c. In their capacity as Speaker of the Students Assembly, the Speaker shall be responsible for training Student Council Chairs ahead of Cycle One (1).

2. In the event of a vacancy in the office of the Speaker of the Students Assembly, this vacancy shall be filled by the Student's Assembly. The Student's Assembly shall fill the vacancy as follows:
    a. Members of the Student's Assembly shall have the right to nominate any University of Kansas student for the position of Speaker of the Students Assembly.
    b. A simple majority vote of the members, present and voting, in the Student's Assembly shall be required to fill this vacancy.

3. The Speaker of the Students Assembly shall refer legislation to the Student Councils and ad hoc committees in accordance with Title II of the Student Senate Constitution.

4. The Speaker of the Students Assembly in their capacity as President of the Student's Assembly shall be responsible for orientation of new Student Senators in the following manner.

a. Orientation for Student Senators elected in the Annual Spring Election shall be held before the first legislative session of the Fall Semester.

b. Orientation for Student Senators, elected or appointed outside of the Annual Spring Election, shall be held before the first legislative session that the new Student Senator is required to attend.

c. The orientation shall include but is not limited to: providing copies of Student Senate Constitution, providing copies of any pending legislation, providing a description of Student Senate procedures, providing a description of senator responsibilities, and providing any other information considered necessary.

5. The Speaker shall work with Student Senate members to generate legislation throughout the academic year.

6. If legislation passes the Students Assembly and fulfills all constitutional obligations for passage then the Speaker of the Students Assembly shall sign this legislation and forward it to the Student Body President for final approval.

7. Coordinating and managing the Student Senate mentorship program.

8. Book all rooms for Student Senate meetings, including Councils and the Students Assembly. This must be done at least two months before the beginning of the Fall and Spring semesters.

Section 2. The Speaker of the Students Assembly shall serve on the following boards and committees:

1. Student Senate:

a. Students' Assembly (ex-officio, non-voting)
b. Student Executive Council (ex-officio, voting)

Article XII. Internal Affairs Director.

Section 1. The Internal Affairs Director shall have the following job responsibilities:

1. The Internal Affairs Director shall oversee the identification of each piece of legislation and shall be responsible for codification of legislation that has become law following passage by the Student's Assembly.
    a. If an amendment to this constitution becomes law, the Internal Affairs Director shall be responsible for updating copies of the Student Senate Constitution to comply with such legislation. This shall include publishing a new version of the Student Senate Constitution to the KU Student Senate website within one week of the passage of any amendments by the Student's Assembly.

2. The Internal Affairs Director shall be responsible for updating the Student Senate Constitution with non-substantive editorial changes to keep the document up-to-date with the current terminology used by the University of Kansas, proper spelling, and appropriate formatting. All substantive or editorial changes shall be recorded and presented in the consent agenda at the next regularly scheduled Student Senate meeting.

3.The Internal Affairs Director shall review and certify all of the voting records received from the Speaker of the Students Assembly, following a meeting of the Student's Assembly. Once the Internal Affairs Director certifies the voting records, they shall post these voting records on the Student Senate website. These records must include the following items:

a. The name of the voting member.

b. The vote cast by this voting member.

4. The Director of Internal Affairs shall compile and make public minutes from each Student Senate meeting and Student Executive Council meeting. Student Senate minutes shall be distributed on the Student Senate website.

5. The Director of Internal Affairs shall be responsible for forwarding all legislation to the parties listed on the legislation and to other appropriate parties within one week of the passage of legislation.

6. The Director of Internal Affairs shall be responsible for making records available to the public, these records must be made available for examination within two (2) days upon any request.

a. Documents and letters sent to the Student Senate or to any of its officers by another body of the University governance system, the Chancellor or any other member of the Administration, the Board of Regents, or the State of Kansas, with a specific request that such material not be made public, are not subject to this open records provision.

7. The Director of Internal Affairs shall be responsible for making the rulings and opinions of the Student Senate Constitutional Court available on the Student Senate website no less than ten (10) academic days after receiving such rulings and opinions.

8. The Director of Internal Affairs shall oversee & train Student Council secretaries and correspond with them throughout the year.

a. The Director of Internal Affairs shall be responsible for keeping record of Student Council minutes, Student Council chair reports and secretary reports and forwarding copies of Student Council minutes to the Speaker of the Students Assembly.

b. The Director of Internal Affairs shall be responsible for updating Student Council rosters.

9. The Director of Internal Affairs shall be responsible for maintaining clear attendance records and presenting senators in violation of the attendance policy to StudEx.

Section 2. The Internal Affairs Director shall serve on the following boards and committees:

1. Student Senate:
   a. Students' Assembly (ex-officio, non-voting)
   b. Student Executive Council (ex-officio, voting)

Article XIII. Student Councils. There shall be three (3) Student Councils which shall meet bi-weekly in accordance to our bi-weekly cycles calendar. These Councils shall consist of the Finance Student Council, Social Justice Council, and Student Rights Council.

Section 1. Student Councils General Speaking and Voting Rights. Any student at the University of Kansas is eligible to be a voting member of a Student Council. Previous attendance shall not be required for speaking and voting rights shall only be extended until the second consecutive meeting in attendance.

1. All Student Senators shall be voting members of a Student Council.
2. Members of the President's Cabinet shall have speaking and voting rights in the Student Councils with the exception of the President, Graduate President, Vice-President, Chief of Staff, and Treasurer.
3. One half (½) of the current voting members of a Student Council shall constitute a quorum needed to conduct business.
4. If a member has more than two consecutive unexcused absences, they shall lose current voting status in the Council. Excused absences are defined in Title One of this Constitution.

5. A member may decide to attend a different Council and shall gain voting rights as a new official member of that Council after the second consecutive meeting in attendance.
6. All Student Senate Advisors appointed by Student Affairs shall be ex officio, non-voting members of the Student Council to which they have been assigned.

Section 2. General Responsibilities of the Student Councils. The Student Councils are to take an active role in the legislative process. They are to research areas of concern to the student body and advise the Student Senate on actions it should take. Members of each Council are expected to engage in conversation and discussion about matters pertaining directly to the charges of each Council.

1. Leadership of the Student Councils including Chair, Vice-Chair, and Secretary, shall be elected at the last Council meeting of the Spring Semester. All leadership positions must be filled before the end of the second legislative cycle of the following academic year. Candidates for Council leadership positions shall have been active members of the Council in which they are seeking office in.
2. One (1) elected representative from each of the Student Councils shall serve as the Council's Associate Senator with full voting rights in the Student Senate. Associate Senators are to be elected at the first or second Council meeting of the Fall semester in order to represent the concerns of their Council in the Student's Assembly during that semester. Associate Senators may be re-elected by the Council in the Spring semester or the Council may choose to elect a new representative.
3. The Student Councils may form committees to conduct hearings and investigate issues relating to each Council's charges. Committees must produce a report of the findings to be shared with the respective Council, and Student Senate.

Section 3. Legislative Responsibilities of the Student Councils. Standing Councils are to review, debate, and vote on any legislation referred to them by the Student Body Vice-President. Councils also have the power to generate legislation during session. This process shall be conducted in accordance with the rules of procedure established in this Constitution.

Section 4. Responsibilities of the Student Council Leadership. The leadership of each Council shall consist of a Chair, a Vice-Chair, and a Secretary. The role of the leadership is to ensure the conditions necessary for healthy and productive conversation are present during Council sessions, as well as promote collaboration among Council members in order to create consensus on matters pertaining to the charges of each Council.

1. Responsibilities of the Chair. The Chair of a Student Council shall be in charge of leading Council meetings in accordance with the rules of procedure established in this Constitution. Furthermore, the Chair shall be an official member to the Student Executive Council and attend all Student Executive Council meetings.
   a. Chairs shall be responsible for communicating all the actions, concerns, and ideas of their Council to the Student Executive Committee, as well as to the broader Student Senate.
   b. Chairs shall develop the internal structure of their Council in accordance with the rules of procedure established in this Constitution.
   c. Chairs shall establish subcommittees made up of members of their Council as they deem necessary. These subcommittees shall address different issues the Chair and the Council believe are pertinent to the charges of the Council outlined in the Constitution.
   d. Chairs shall maintain an open line of communication with other Council Chairs, the Speaker of the Students Assembly, and the Coordinator of Staff.

e. Legislation referred to the Chair by the Speaker of the Students Assembly shall be sent out to the Council members at least 24 hours prior to a Council meeting along with the Agenda.

f. Chairs shall compile a year-end report of the Standing Council's actions during the term. Report shall be sent to the Chief of Staff prior to the end of the Spring semester.

g. Chairs shall facilitate the participation of all Senators and non-Senators. Non-Senators shall be granted priority-speaking rights by the Chair. To encourage participation, the Chair must communicate with all Senators and non-Senators all available opportunities for them to become involved in drafting or co-sponsoring legislation.

h. The Chair along with the Vice-Chair shall pair non-Senators with Senators in order to foster relationships that will enable collaboration.

2. Responsibilities of the Vice-Chair. The Vice-Chair of a Student Council shall work with the Chair to create an environment which promotes healthy conversation and consensus building.

a. The Vice-Chair shall assume the responsibilities of the Chair in the event of the removal or absence of the Standing Council Chair.

b. The Vice-Chair shall act as a mentor to any committee member upon request or find another suitable mentor.

c. The Vice-Chair along with the Chair shall pair non-Senators with Senators in order to foster relationships that will enable collaboration.

d. The Vice-Chair shall communicate to all Senators and non-Senators all opportunities available for them to get involved in drafting or co-sponsoring legislation.

3. Responsibilities of the Secretary. The Secretary of each Student Council shall compile and make public minutes from each Council meeting. Furthermore the Secretary shall keep track of attendance and report any absences to the Internal Affairs Director.

a. The Secretary shall make a copy of the minutes, attendance, and actions and changes made regarding legislation from the Council meetings

available to the Internal Affairs Director and all Council members no later than 24 hours after the meeting concluded.

b. The Secretary shall ask Council members to sign in at the beginning of every meeting.

Section 5. Individual Charges of the Student Councils. Each of the Student Councils shall serve a different purpose in the Student Senate. All Councils are expected to maintain an open line of communication and collaborate with the other Councils and with the Student Executive Council. Charges of each Student Council are established in Title Two, Articles XIV, XV, and XVI.

Section 6. Remuneration. Each person elected to a Chair, Vice Chair, or Secretary position in a Student Council shall be allocated a stipend of $250.006 at the end of each semester of service.

1. Student Senate Chairs and Vice Chairs shall receive payment as shall be provided for in the Student Senate budget.
2. The Student Body President, in conjunction with the Treasurer, shall determine the hours and pay scale for Student Council Chairs and Vice Chairs.
3. Only currently enrolled students at the University of Kansas may be members of the Student Senate Legislative Staff and payment will be provided in line with the Student Senate budget.
4. Collection of a salary while not attending to the job responsibilities of the officer position shall be grounds for removal from the position.
5. A Student Council Chair cannot simultaneously hold the office of Chair and hold the office of a Student Senator.

Section 7. Disciplinary and Removal Procedures for Student Council Leadership. The officers of a Student Council may be removed if one (1) or more of the following conditions are present:

1. The Student Council Chair, or the designated representative from the council, misses four (4) meetings of the Student Executive Council during the year. The Student Executive Council shall recommend to the Student Senate that removal is appropriate. The Students Assembly will then take a vote on the removal of the officer that must pass by a two-thirds margin (2/3).
2. A Student Council, by a margin of two-thirds (2/3), votes to remove its officer. This vote shall be held only upon request from one-third (1/3) of the Student Council membership.
3. The Student Executive Council may ask for the Student Senate to remove a council officer of a Student Council by a margin of two-thirds (2/3) if, in the eyes of the Student Executive Council, the officer is not fulfilling their responsibilities.
4. Appropriate notice of at least ten (10) days before the proceedings must be given to all parties involved in the event that any of the above proceedings are considered.
5. The removal of a Student Council officer may be appealed to the Constitutional Court on procedural grounds only.
6. If the chair of a standing committee is vacated during the course of the term, and an election for a new chair has not taken place because a regularly scheduled meeting of the standing committee has not yet occurred, or during a break period, and the Vice Chair is not able to attend, the vice chair may appoint a representative to represent the committee at the Student Executive Council meetings from the appropriate Student Council until a new election can be held.
7. If a standing committee officer position is vacated, the council shall hold a new election to fill that position.
8. In the event the Council Chair has been called for removal in any of these processes then the Vice Chair shall take over the duties of the Council Chair until the proceedings have been concluded.

9. "Council officers" shall refer to the council chair, vice-chair, and secretary.

Article XIV. The Finance Council // Student Council. The Finance Council shall consider all funding applications other than those for the Diversity, Equity, and Inclusion Fund or the Educational Opportunity Fund. All legislation regarding the Budget Code, the Student Senate Activity Fee, the Campus Fee Review Committee, and all other financial matters, are to be approved by the Finance Council.

Section 1. Finance Council Speaking and Voting Rights. In addition to the general speaking and voting rights outlined in Title Two, Article XI, Section 1, the Director of the Student Involvement and Leadership Center shall serve as ex officio, non-voting member of the Finance Council.

Section 2. General Responsibilities of the Finance Council. This Council shall, among other things,

1. Conduct budget hearings and deliberations as outlined in the Student Senate Budget Code, Title Five.
2. Display fiscal responsibility through consistency in allocations and by allocating funds not in excess of the revenues generated by the Student Senate Activity Fee.
3. Maintain a high level of communication with all student organizations eligible for Student Senate funding. This will include publicizing Finance Committee rules, general funding guidelines, and how to prepare for a Finance Committee meeting.
4. Review existing funding guidelines, evaluate their efficacy and purpose, and add, change, or remove guidelines, as considered necessary.

Section 3. Responsibilities of the Finance Council Leadership. In addition to the general responsibilities of the Student Council Leadership outlined in

Title Two Article XI, Section 4, the Finance Council Chair shall serve as chair of the Campus Fee Review Committee as established in Title Ten, Article 1 of this Constitution.

Article XV. The Social Justice Council // Student Council. The Social Justice Council shall address the issues and concerns of marginalized communities on campus and advocate for action plans and policies that shall achieve social justice. This Council must promote, or otherwise support the interests of all students whose communities have been historically neglected or oppressed.

Section 1. Social Justice Council Speaking and Voting Rights. In addition to the general speaking and voting rights outlined in Title Two, Article XI, Section 1, The Office of Multicultural Affairs shall appoint a member to serve as ex officio, non-voting member of the Social Justice Council.

Section 2. General Responsibilities of the Social Justice Council. This Council shall, among other things,

1. Discuss and address issues of discrimination, prejudice, or other issues pertaining to marginalized students through committee legislated bills or resolutions and/or other means.
2. Monitor financial aid and scholarships for students of marginalized identities;
3. Monitor levels of recruitment, enrollment, retention, and graduation rates of marginalized students;
4. Research and advocate for effective initiatives and policies that support marginalized students in all of the previously mentioned areas.
   a. The Council shall have the authority to draft legislation to advocate policy changes based on findings.
   b. The Council shall make recommendations to the Student Senate, or to the KU Administration.

5. Assist in University initiatives geared towards first generation students, students of color, and other typically underrepresented students to continue relationship-building with administration.
6. Explore ways in which the University can recruit, retain and serve Pell Grant-eligible and Pell Grant Advantage students and all students from disadvantaged socioeconomic backgrounds from rural and urban communities.
7. Investigates inequities within the Student Senate structure and progress, and makes recommendations to the Student Executive Council in order for the inequities to be corrected.

Section 3. Responsibilities of the Social Justice Council Leadership. In addition to the general responsibilities of the Student Council Leadership outlined in Title Two Article XI, Section 4, the Social Justice Council Vice-Chair shall serve as chair of the Diversity, Equity, and Inclusion Fund Board as established by Title Eleven, Article XIII.

Article XVI. The Rights & Affairs Council // Student Council. The Rights & Affairs Council shall serve as guardian of the protections granted by the Code of Student Rights and Responsibilities. Any complaints or violations to the Code of Student Rights and Responsibilities shall be addressed within this Council. Any amendments to the Student Senate Constitution must be reviewed and approved by the Student Rights & Affairs Council. This Council shall ensure that student's rights are being respected, and advocated for, at all levels of the University.

Section 1. Speaking and Voting Rights. In addition to the general speaking and voting rights outlined in Title Two, Article XI, Section 1, the The Director of Legal Services for Students, or their designee, shall be an ex-officio, non-voting member of the Rights & Affairs Council.

Section 2. General Responsibilities of the Rights & Affairs Council. This Council shall, among other things,

1. Monitor any proposed changes in the University Code, Senate CODE, the Code of Student Rights and Responsibilities or any of the boards and committees as provided for in these documents.
   a. On a bi-annual basis, the Student Rights Council shall review the University of Kansas Code of Student Rights and Responsibilities and, if needed, propose any changes or revisions to the Code. This process shall be open to all members of the KU community, and any proposed changes to the Code must be approved by a two-thirds (2/3) of members present and voting in the Student Rights Committee and the Student's Assembly.
   b. The Chair of the Student Rights Committee shall have the authority to call for the revision of the Code of Student Rights and Responsibilities during years in which the Code would not normally be revised.
2. Receive all complaints and provide information relevant to the protections of the Code of Student Rights and Responsibilities.
3. Receive and review all proposed changes to the Student Senate Constitution.
4. On an annual basis, the Rights & Affairs Council shall review & revise all housing and dining rates and shall only approve the rates after receiving a letter of intent from the All Scholarship Halls Council (ASHC).
   a. Should the ASHC be incapable of forming meetings the scholarship halls senator shall be charged with forming an ad hoc subcommittee of scholarship hall students to review and from a letter of intent
5. Review all legislation that involves expressing education about or defending student rights. This includes events, funding, and all other methods of spreading information or opinions throughout campus that require the support of the Student Senate.
6. Write, pass, and generate legislation pertaining to any matter of significance that impacts student life at the University, including

amendments to Rules and Regulations that regard Faculty Senate, Staff Senate, and University Senate. Paying close attention to issues surrounding:

a. COVID-19
b. Sexual Violence
c. KU Public Safety Office
d. Housing and food insecurity

7. Review and discuss matters regarding policies enacted and implemented by:
   a. The Provost's Office
   b. KU Public Safety Office
   c. KU Student Housing
   d. KU Memorial Unions
   e. Student Involvement and Leadership Center (SILC)
   f. Civil Rights & Title Nine Office

TITLE THREE // THE EXECUTIVE BRANCH

Article I. The Student Executive Council

Section 1. Purpose. The Student Executive Council or StudEx is the Standing Council that administers the internal functions and business of the Student Senate. It is responsible for reviewing legislation that was presented and passed by at least two of the four standing councils and creating the legislative agenda when the Student's Assembly is called into legislative session.

Section 2. Membership. The Student Executive Council shall consist of the following members with corresponding voting rights:

a. Student Senate Chief of Staff (chair, voting in case of, or to make a tie vote)

b. Student Body President (ex officio, voting)
c. Student Body Vice President (ex officio, voting)
d. Graduate Student Body President (ex officio, voting)
e. Student Senate Treasurer (ex officio, non-voting)
f. Student Senate Associate Treasurer (ex officio, non-voting)
g. Student Senate Public Relations Director (ex officio, non-voting)
h. Government Relations Director (ex-officio, non-voting)
i. Student Senate Policy Director (ex officio, non-voting)
j. Director of Internal Affairs (ex officio, non-voting)
k. Student Senate Director of Social Justice (ex officio, voting)
l. The Chair or Vice Chair of each Student Council, or that Student Council's elected Student Executive Council delegate (voting)
m. The two undergraduate student members of the University Senate Executive Committee or SenEx (voting)

Section 3. Attendance. Members of the Student Executive Council are required to attend all meetings and shall inform the Chief of Staff of any potential absences, once a meeting has been scheduled.

1. If a Student Council representative to the Student Executive Council is unable to attend a meeting, a proxy may be appointed for that meeting. This proxy must be a student and a member of the Student Council for which they are acting as a proxy.
2. If a Student representative to the University Senate Executive Committee is unable to attend a meeting of the Student Executive Council, a proxy may be appointed for that meeting. This proxy must be a Student Senate representative to the University Senate.
3. If an Executive Staff Member is unable to attend a meeting, a proxy may be appointed for that meeting after approval of this absence by the Chief of Staff.

4. Attendance shall be taken at each Student Executive Council meeting. Any member who incurs four absences of any kind within one (1) term shall be suspended from the Student Executive Council.
5. The Student Executive Council can defer action on suspending a member if it believes that the absences were caused by extremely extenuating circumstances.

Section 4. Function. The Student Executive Council shall ensure that all KU Student Senate activities are carried out in accordance with the Constitution of the Student Senate, the University of Kansas Senate Code, and the Student Senate Office Policy Manual. It acts as a critical link between the legislative and executive branch.

1. Student's Assembly Sessions: The Student Executive Council shall be responsible for scheduling legislative sessions for the Student's Assembly and shall establish and rigorously review the agenda for such meetings.
2. Consultation: The Student Executive Council shall consult with the Chancellor and/or other administrators when necessary and shall transmit recommendations or requests to said officials when deemed necessary, with Student Senate approval.
3. Compromise Committee: The Student Executive Council shall serve as a compromise committee when two Student Councils pass the same piece of legislation with amendments that are in conflict with one another.
   a. The chair of each council that amended the bill will present the reasons behind that council's decision. After both sides are heard, The Student Executive Council shall do one of the following: vote upon which amendment(s) to keep or decide upon a compromise between the amendments by discussion and vote.
   b. If one council amends a bill and another does not amend the bill, or amends a different, non-conflicting section, those amendments shall

not be heard by the compromise committee, and will go straight to the Student's Assembly.

Section 5. Break Procedures. During those periods when school is not in a regular fall or spring session (summer, spring break, or winter break), the Student Executive Council may act in place of the Student's Assembly with the following stipulations:

1. During the break periods, the membership and privileges of the members of the Student Executive Committee shall be maintained in accordance with the provisions of this Constitution.
2. All Student Executive Council meetings during any break, especially summer, shall be publicly announced through Student Senate social media and/or by specific mailing to those who indicate desire for notification. These meetings will also be publicly live streamed through Student Senate's desired service.
3. If immediate action is required of the Student Executive Council acting on behalf of the Student's Assembly during break periods, the Student Senate shall recognize the good judgment of the Student Executive Council and shall allow such decisions to be made. "Immediate action" shall refer to situations requiring action within one (1) month.
   a. Members of the Student's Assembly shall be notified of any actions taken on behalf of the Student's Assembly, no later than 72 hours following this action.
4. Any legislation enacted by the Student Executive Council, while acting on behalf of the Student's Assembly over a break period, shall only be effective until the first scheduled meeting of the Student's Assembly following the aforementioned break period, unless this legislation was passed under the authority granted to the Student Executive Council by Title Three, Article I, Section 5.4c.
5. Interim Agenda. The interim agenda shall consist of all legislation that was enacted by the Student Executive Committee during the break

period and will be considered at the first scheduled meeting of the Student's Assembly following the aforementioned break period. The interim agenda shall be approved as a whole by a majority favorable vote. An objection to legislation on the Interim Agenda shall move it to the Regular Agenda.

Section 6. Procedures For When the Student Executive Council Acts As a Student Council. The Student Executive Council may act as a Student Council with the following stipulations:

1. The Student Executive Council may not amend legislation while acting as a Student Council due to the possibility of it acting as a compromise committee as detailed in Title Three, Article I, Section 4.3.
2. During regular fall or spring sessions of the academic year, when the Student Executive Council is acting as a Student Council, they may only enter into committee as a whole to generate legislation under certain conditions.
   a. They may only generate funding legislation when unforeseeable and unavoidable circumstances have arisen, which would require the Student Executive Council to act in order to fund requests that are crucial and time sensitive in nature.
   b. They may only generate resolutions and petitions concerning a time-sensitive matter.
   c. If they generate amendments to this Constitution, those amendments must be seen and approved by the Student Council on Student Rights before they may be seen and approved by the Student's Assembly.
   d. Any other type of legislation, not specifically mentioned in the preceding clauses, may be generated only in circumstances that would require the Student Executive Council to do so in order to carry out their Functions as detailed in Title III, Article I, Section 4.
   e. Any legislation generated by the Student Executive Council must list the author as "The Student Executive Council"

Section 7. Hierarchy of Chairing the Student Executive Council Meeting. In the case of the Student Executive Council Chair relinquishing the chair, the temporary chair shall assume all rights and privileges accompanying the chair. The chair shall be relinquished in the following order:
a. Student Body Vice President
b. Chair of the Student Council on Finance
c. Chair of the Student Council on Social Justice
d. Chair of the Student Council on Rights & Affairs

Article II. The President's Cabinet

Section 1. Purpose. The President's Cabinet shall be responsible for administering the internal functions of the Executive Branch and supporting the agenda of the Student Body President and KU Student Senate as a whole.

Section 2. Membership. Members of The President's Cabinet, except for the Student Body President, Student Body Vice President, & Graduate Student Body Vice President, shall be appointed by the Student Body President with the consent of ⅔ of the members of the Student's Assembly, present and voting. The President's Cabinet shall consist of the following members:
a. Student Body President
b. Student Body Vice President
c. Graduate Student Body Vice President
d. Chief of Staff
e. Treasurer
f. Associate Treasurer
g. Public Relations Director
h. Internal Affairs Director
i. Policy Director

j. Social Justice Director
k. Government Relations Director

Section 3. Oversight. The Student Body President shall have direct oversight over The President's Cabinet. This oversight shall include, but not be limited to: reviewing job descriptions, direction of employees, enforcement of the office policy manual, and disciplinary procedures, including removal by appropriate means if necessary.

Section 4. Job Duties. Members of The President's Cabinet are responsible for fulfilling their job descriptions as outlined in Title Three of the Constitution of the KU Student Senate.

Section 5. Remuneration.

1. Each Member of the President's Cabinet and the Center for Community Outreach Co-Directors shall receive a salary as shall be provided for in the Student Senate budget.
2. The Student Body President, in conjunction with the Treasurer, shall determine the hours and pay scale for the members of The President's Cabinet, who will be appointed state employees of the Student Senate under the University of Kansas HR System.
3. Only currently enrolled students at the University of Kansas may be members of the Student Senate Executive Staff and their salaries shall be paid bi-weekly.
4. The Student Senate Treasurer shall be required to record whether members of the President's Cabinet, that receive salaries, will be attending to the job responsibilities of their position during summer break. If a cabinet member will not be present in the Student Senate office during those months, the Student Senate Treasurer shall temporarily shift the officer in question from a salaried employee to an hourly employee of the Student Senate. Once the officer in question has

returned to their job responsibilities in the Student Senate office, the Student Senate Treasurer shall reinstate the officer in question as a salaried employee. In the event that the Student Senate Treasurer is the officer in question, the Student Senate Chief of Staff shall ensure the Treasurer is moved temporarily from status as a salaried employee to temporary status as an hourly employee.

a. Collection of a salary while not attending to the job responsibilities of the officer position during summer break shall be grounds for impeachment and removal from the position.

5. A student cannot simultaneously hold both an executive staff position and hold the office of a Student Senator.

Section 6. Disciplinary & Removal Procedures. The Student Senate shall have the power to discipline all of its members, including student ex officio members, as the membership is listed in Title II. Discipline shall consist of, but shall not be limited to: censure, limit of privileges and/or entitlements, suspension, and removal from office. Judgment in cases of impeachment shall not extend further than removal from that position in the KU Student Senate.

1. Any student found guilty of an egregious offense by the Constitutional Court shall be prohibited from participation in elected or appointed positions within the KU Student Senate for twelve (12) calendar months and allowing for a probation period starting with the following fall term for one academic year. If the person in question violates their probation, said person is banned from any further Student Senate activity for the remainder of their academic career.

a. Probation is defined in this case as prohibition from being involved in the KU Student Senate Leadership positions in the Legislative, Executive, or Judicial Branch.

2. Any student found guilty of an egregious offense by the Constitutional Court shall be prohibited from receiving any monetary compensation for Student Senate positions for the rest of their academic career.
3. Any student found guilty by the court of violating the Student Senate Office Policy Manual in a manner determined to be of major consequence to the reputation of Student Senate shall be prohibited from participation in elected or appointed positions within Student Senate for twelve calendar months, and allowing for a probation period starting with the following fall term for one academic year. If the person in question violates their probation, said person is banned from any further Student Senate activity for the remainder of their academic career.
   a. A violation of 'major consequence' shall include, but not be limited to violation of the laws of the State of Kansas while in the Student Senate office or while on assignment for Student Senate.
   b. An appeal of such decisions by the Student Senate Executive Committee shall be automatically placed on the agenda of the next regularly scheduled Student Senate meeting.
4. The Student Body President shall have the power to suspend or remove from office the following members of the President's Cabinet besides the Student Body Vice President and Graduate Student Body Vice President if they are not meeting their job descriptions.
   a. In order to ensure that decisions are objective and in the best interest of the Student Senate, the Student Body Vice President must be consulted and in agreement with any suspension or removal from office.
   b. The Student Body President's decision to suspend or to remove from office can be appealed to the Constitutional Court within a week after the decision has been made. The Student Body President will notify the said member of the cabinet of the option to appeal the decision. The cabinet member may either orally or in writing request an appeal from the court.

c. If there is no appeal, the action of the Student Body President will stand.

5. The Student's Assembly may act on a bill of impeachment, which shall include the specific allegations of misconduct. Misconduct shall include, but not be limited to: incompetent or negligent performance, willful disregard for the authority of the Student's Assembly or the Student Executive Council, violation of the Constitution of the KU Student Senate, violation of the University Senate Code, violation of the Code of Student Rights and Responsibilities, injury to the integrity of KU Student Senate or any of its boards or committees, intentional mismanagement of student funds, misconduct prior to holding office that has effect on the current term in office, and/or conspiracy to commit any of the above.
   a. Grounds for impeachment shall not rest on conduct protected by the University Equal Opportunity and Non-Discrimination Policies.
6. A bill of impeachment must be signed by one-fourth (1/4) of the voting members of the Student's Assembly and must be received by the Student Body Vice President, who shall make proper and prompt written notification to both the accused and to the entire Student Senate within two (2) school days.
   a. In the event that the Student Body Vice President is a principle of the case, the Student Senate Chief of Staff shall fulfill the duties of the Student Body Vice President. If both the Student Body Vice President and the Student Senate Chief of Staff are principals, the Senior Senator shall fulfill the duties of the Student Body Vice President.
   b. Within three (3) class days after receipt of the bill, a committee consisting of the chairs of the Student Councils and five (5) senators chosen by lottery, shall be assembled. None of the three chairs will be eligible for this lottery. Advance notice will be given for this lottery and all senators who wish to attend shall be allowed to do so.

c. One (1) of this committee's members shall be elected by the committee members to be the chair. The committee will also elect a secretary who will document all the actions of the committee and produce an official report for the Student Senate. Both the chair and the secretary retain full voting rights.

d. Upon compilation of the facts of the investigation, the committee shall produce a report to be issued to the Student Senate that shall include a formal recommendation for action. Copies of this report shall be available for all senators within five (5) class days of the appointment of the committee. If a minority of the committee also wishes to submit a report, it may do so.

e. The chair of the committee shall present the report and be available to answer questions at the next scheduled meeting or special session of the Student Senate.

f. After the chair has concluded their presentation, the accused or their representative may also introduce their case, after which time the Student's Assembly shall, without debate, decide by a simple majority vote of those present and voting, whether or not to hear the case. This will be done by secret ballot.

g. If the Student's Assembly votes to hear the case, a special session shall be called within ten (10) class days, yet no sooner than five (5) class days, by the Student Body Vice President. The accused, at their discretion, may respond and take questions. The Student's Assembly shall then be open to debate over the charges against the individual(s) in question. It shall require two-thirds (2/3) vote of the members present and voting to discipline the accused. The Student Senate may impose discipline or no discipline at all, as it sees fit, even if it disagrees with the recommendation of the committee. This vote will be done by roll call. Unanimous consent is required to change the manner of this vote to anything other than roll call. Upon this vote, the decision shall be final and disciplinary measures shall take effect

immediately. The decision may be appealed on procedural grounds only to the University Judicial Board.

Article III. Student Body President

Section 1. The Student Body President shall have the following job responsibilities:

1. The Student Body President shall execute and enforce the University Senate CODE where it does apply to a position.
2. The Student Body President shall ensure an open line of communication between the Student Senate on the Lawrence campus and the student governments of all other University of Kansas campuses
   a. The Student Body President shall set up monthly meetings with the University of Kansas Medical Center Student Governing Council President
   b. The Student Body President shall report these findings to the Chancellor and the Student's Assembly as deemed necessary so the interests of all campuses are represented in our governing body.
3. The Student Body President shall advocate for the interests of marginalized and underrepresented students.
4. The Student Body President shall schedule and attend monthly meetings addressing student needs and concerns with the Chancellor and Provost's offices, as well as attend monthly Kansas Board of Regents meetings.
   a. The Student Body President shall provide their availability to the Chancellor and Provost's office at least two weeks before each semester begins.
   b. The Student Body President shall be responsible for following up on all resolutions as they relate to the larger university with the Chancellor and Provost's office.

5. The Student Body President, as the highest elected student at KU, shall serve as a voting member of the Students' Advisory Council (SAC) through the Kansas Board of Regents.
6. The Student Body President must coordinate the KU student body's involvement in the annual Kansas State Higher Education Day, alongside the other members of the SAC, including:
   a. Ensuring KU students meet with all Lawrence Senators and Representatives
   b. Overseeing the scheduling of all meetings between KU students and legislators.
   c. Coordinating transportation and meals for KU students.
   d. Working with the Chancellor's office and the KU Student Senate to develop focus areas.
   e. Preparing tabling materials and an informational handout for all legislators.
7. The Student Body President shall be responsible for supervision of the Chief of Staff who will be responsible for carrying out the Student Body President's accountability system for the Cabinet.
   a. The Student Body President is responsible for authoring the Office Policy Manual, in coordination with the Vice President and Staff Coordinator, by the beginning of the Fall academic term following their election.
   b. The Student Body President is responsible for, in the absence of any executive staff member, ensuring that all outlined Student Senate President's Cabinet responsibilities are completed.
8. The Student Body President shall serve as the primary point of contact of the President's Cabinet.
9. The Student Body President shall be charged with the oversight of the Student Senate Presidential Endowment Fund.

Section 2. The Student Body President may exercise the following executive powers:

1. The Student Body President may approve or veto bills, petitions, and resolutions. If legislation is not signed within ten (10) days, the legislation automatically takes effect. The Student's Assembly may override a Presidential veto by a two-thirds (2/3) vote of the members present and voting.
2. SPECIAL COMMITTEES. The Student Body President may appoint committees and commissions to study matters, make reports, and propose legislation.

Section 3. The Student Body President shall serve on the following boards and committees:

1. University Senate
   a. University Senate (ex-officio, non-voting)
2. University of Kansas:
   a. Kansas Board of Regents Students' Advisory Committee (SAC) (ex-officio, voting)
   b. Memorial Corporation Board (ex-officio, voting)
   c. University of Kansas Athletic Corporation Board of Directors (ex-officio, voting)
3. Student Senate:
   a. Students Assembly (ex-officio, non-voting)
   b. Student Executive Council (ex-officio, voting)
   c. Required Campus Fee Committee (ex-officio, non-voting)

d. Educational Opportunity Fund (ex-officio, voting)

Article IV. Student Body Vice President

Section 1. The Student Body Vice President shall have the following job responsibilities:

1. In the event of a vacancy in the office of the Student Body President, the Student Body Vice President shall assume the Office of Student Body President. The resulting vacancy, or any other vacancy, in the office of Student Body Vice President shall be filled by an appointee of the Student Body President.

    a. If a new Student Body Vice President is appointed by the Student Body President, that appointee must be confirmed by a vote of ⅔ members present and voting of the Students Assembly.

2. The Student Body Vice President shall be responsible for the fulfillment of Student Senate Platforms and will be responsible for allocating these duties across the Executive Cabinet, in coordination with the Student Body President, and is accountable for ensuring progress on the projects throughout the year.

3. The Student Body Vice President shall be responsible for the fulfillment of Student Senate Platforms and will be responsible for allocating these duties across the Executive Cabinet and tracking progress on the projects throughout the year.

4. The Student Body Vice President is responsible for meeting with University officials to discuss the implementation of Student Senate Platforms and ensuring that these plans receive the infrastructure and support to become a permanent fixture.

5. The Student Body Vice President is responsible for ensuring that all University Senate Boards and Committees are filled and that those appointed members are fulfilling their duties to the University Senate.

Section 2. The Student Body Vice President shall serve on the following boards and committees:

1. University Senate:
   a. University Senate (ex-officio, voting)
   b. University Senate Executive Committee (ex-officio, non-voting)
2. University of Kansas:
   a. Memorial Corporation Board
   b. KU – Pepsi Partnership Council
   c. University Daily Kansan Board (voting)
3. Student Senate:
   a. Students' Assembly (ex-officio, non-voting)
   b. Student Executive Council (ex-officio, voting)
   c. Required Campus Fee Review Committee (ex-officio, non-voting)

Article V. Graduate Student Body President

Section 1. The Graduate Student Body President shall have the following job responsibilities:

1. Advocating on behalf of the needs and interests of graduate and professional students of the university.
2. Finding mechanisms for receiving and disseminating information regarding events and opportunities of general interest to graduate and professional students.
3. Professional development skills and opportunities (e.g., interviewing, networking, research and publishing, teaching).
4. Advocating on behalf of the needs of graduate and professional employees of the university, including graduate teachers, researchers, assistants, and others who have dual status as both employees and students.
5. The Graduate Student Body President shall report regularly to the Student Executive Committee and the Student Senate on the state of graduate affairs on campus.

6. The Graduate Student Body President shall be responsible for formulating an outreach plan to communicate with Graduate Student Organizations and Law groups about Student Senate during the summer break period and present the plan before the Student Senate Executive Committee for approval.
7. The Graduate Student Body President shall be responsible for gathering, compiling, and presenting to the Student Executive Council and Student's Assembly a report on student concerns and their suggestions to improve student life.
8. The Graduate Student Body President shall monitor the effectiveness of legal, health, childcare, support and/or financial services relevant to graduate and professional students at The University of Kansas.
9. The Graduate Student Body President shall work with Student Senate members, committees, and/or boards to help represent graduate and professional students' needs at the University and state levels.
10. The Graduate Student Body President shall be in charge of establishing and soliciting members for the Graduate Student Advisory Board.
11. The Graduate Student Body President shall be responsible for scheduling and holding regular meetings of the Graduate Student Advisory Board.
12. The Graduate Student Body President shall be responsible for providing up-to-date information for the Graduate Student Advisory Board page on the Student Senate website.
13. The Graduate Student Body President shall be responsible for fostering a relationship between Student Senate and the Office of Graduate Studies in order to better serve graduate students.
14. The Graduate Student Body President shall, in coordination with the Office of Graduate Studies, help coordinate the annual Graduate Research Competition.
15. The Graduate Student Body President shall attend monthly meetings with the Student Body President, Student Body Vice President, Chancellor, and Provost.

Section 2. The Graduate Student Body President shall serve on the following boards and committees:

1. Student Senate:
   a. The Student's Assembly(non-voting)
   b. Student Executive Council(voting)
   c. Campus Fee Review (voting)
   d. Athletics Sports Advisory Board (voting)
   e. Educational Opportunity Fund (voting)
2. University Senate:
   a. University Senate (ex officio, voting)
   b. University Senate Executive Committee (ex-officio, voting)
3. University of Kansas:
   a. Graduate Student Advisory Board (Chair, non-voting except to make/break tie)
   b. Memorial Corporation Board (voting), or a designee

Article VI. Coordinator of Staff

Section 1. The Coordinator of Staff shall have the following job responsibilities:

1. The Coordinator of Staff shall serve as the Chair of the Student Executive Council.
2. The Chief of Staff shall act as a liaison between the Cabinet, the Students Assembly, the Student Councils, and the ad hoc committees of the Student Senate and shall be responsible for monitoring these entities.
3. The Coordinator of Staff shall be responsible for enforcement of the Office Policy Manual and the Cabinet accountability system proposed by the Student Body President in consultation with the Student Body

Vice President and Chief of Staff. This shall be supervised by the Student Body Vice President.

4. The Coordinator of Staff, under supervision of the Student Body President and Student Body Vice President, shall be responsible for the day to day operations and execution of responsibilities of the Cabinet.
5. The Coordinator of Staff shall ensure that all members of the Cabinet undergo and complete diversity education and social justice training through the Office of Multicultural Affairs, SAFEZONE Training through the Center for Sexuality & Gender Diversity, and SAPEC Training no later than the third Student Senate cycle after they are approved by the Student's Assembly.
6. Coordinator of Staff shall monitor the appointments of the Student Body President to Student Senate Advisory Boards to ensure that they are attending to any responsibilities as a member.

Section 2. The Coordinator of Staff shall serve on the following boards and committees:

Student Senate:

a. Students' Assembly (ex-officio, non-voting)
b. Student Executive Council (ex-officio, chair)

Article VII. Student Senate Treasurer

Section 1. The Treasurer shall have the following job responsibilities:

1. The Treasurer shall be responsible for enforcing provisions of the Budget Code of this constitution and advising members of the Student Senate as they make decisions surrounding the budget code.
2. During the first regular Student Executive Council meeting of the fall semester, the Treasurer shall present complete budget information for

the upcoming fiscal year so that StudEx may set a spending cap, as outlined in Title Five, for that year.

3. The Treasurer shall have ultimate authority and responsibility for maintenance of all accounts, books and records of the Student Senate and all activity-fee funded student organizations. This shall include clear demonstration of where all funds have been received and to whom, as well as for what all expenditures have been made via an excel sheet that is updated no later than 72-hours following any funding allocation that is available on the Student Senate website.
4. The Treasurer shall prepare and make available to the proper persons any and all forms, available on Rock Chalk Central, deemed necessary and proper for the administration of funds in coordination with the SILC Student Senate full-time employee.
5. The Treasurer shall oversee the Fund Development Director and provide guidance with their duties, such as the DEI Fund and EOF Hearings..
6. The Treasurer shall oversee the expenditure of any funds necessary from the Unallocated Account up to the balance of the Unallocated Account to perform proper fiscal year-end closing procedures.
   a. The Treasurer shall update the Finance Council and Students Assembly at every meeting and present the current level of the Unallocated Account and the budget for the rest of the fiscal year.
7. The Treasurer shall meet with the leaders of all student organizations approved for Student Senate funding via the unallocated account within one week of the legislation being approved.
8. The Treasurer shall schedule and attend weekly meetings with the Student Senate SILC full-time advisor and the Fund Development Director.
9. The Treasurer shall create the budget book for the upcoming fiscal year by the conclusion of the Spring elections.

10. The Treasurer shall be responsible for coordinating and ordering food, as needed, for councils and the Students Assembly.
11. The Treasurer shall be responsible for the development of the Fee Review, Block Allocation, and Line-Item applications. Applications for the three allocation processes shall be crafted together with the Fund Development Director, Finance Chair, and assistance from the senate advisors. These applications shall be made available to the public no later than 01 December of each year, through Rock Chalk Central, the Student Senate website, and an organization-wide email through SILC. The deadline of these applications shall be decided by the Treasure and the Chair of Finance.
12. The Treasurer shall assist and advocate for marginalized students and student groups within Student Senate funding processes.
13. The Student Senate Treasurer shall perform the following functions:
    a. Approving and signing forms for any and all expenditures.
    b. Working with Student Senate-funded groups to aid them in spending their funds through the correct university and state procedures and channels.
    c. Training all organizations' treasurers in the administrative procedures using the Student Senate's Business Procedures Guide via three trainings that occur before October, advertised via the Student Senate's social media and organization-wide emails via SILC.
    d. Working with the Vice Provost for Finance, under whose auspices and budgets Student Senate funds fall.
    e. Working with the officers and staff of the Student Senate in any and all financial matters.
    f. Working with various administrators, faculty, staff, and students as the link for administering student activity-fee funds, and to help solve any problems associated with the administration of such funds.

Section 2. The Treasurer shall serve on the following boards and committees:

1. Student Senate:
   a. Students' Assembly (ex-officio, non-voting)
   b. Student Executive Council (ex-officio, non-voting)

Article VIII. Student Senate Fund Development Director

Section 1. The Fund Development Director shall have the following responsibilities:

1. The Fund Development Director shall be responsible for the oversight of all fundraising accounts initiated by Student Senate
2. The Fund Development Director will meet with the KU Alumni Association and KU Endowment on a regular basis to develop strategic plans to reach out to Student Senate Alumni to increase outreach efforts
3. The Fund Development Director will be responsible for fundraising for Student Senate
4. The Fund Development Director will coordinate fundraising three times a year via the Office budget.
5. The Fund Development Director shall coordinate monthly meetings with the Chairs of the DEI Fund Board, Student Environmental Advisory Board, and Safety Fund Board to review recent allocations and brainstorm opportunities where Senate can increase utilizations for the funds
6. The Fund Development Director shall serve as the Block Manager for the DEI Fund, Safety Fund, and the SEAB Fund.
7. The Fund Development Director shall meet with the Chief of Staff on a monthly basis to review fundraising plans.

8. The Fund Development Director shall schedule and attend weekly meetings with the Student Senate SILC full-time advisor and the Treasurer.
9. The Fund Development Director shall be responsible for coordinating and chairing the Educational Opportunity Fund process.

Section 2. The Fund Development Director shall serve on the following boards and committees:

1. Student Senate:
   a. Students' Assembly (ex-officio, non-voting)
   b. Student Executive Council (ex-officio, non-voting)
   c. Diversity Equity and Inclusion Fund (ex-officio, chair)
   d. Required Campus Fee Review Sub-Committee (ex-officio, voting)
   e. Finance Council (ex-officio, voting)

Article IX. Student Senate Government Relations Director

Section 1. The Government Relations Director shall have the following job responsibilities:

1. Serve as a political liaison to the Student Body President, the Student Executive Committee, and the Student Senate on community, state, and national issues.
2. Attend legislative and policy-making functions of the following bodies, including, but not limited to, the Board of Regents, Governor of Kansas, the Kansas Legislature, the United States Congress, the Lawrence City Commission meetings, community and campus activist groups gatherings and any others as directed by the Student Body President, the Student Executive Committee, or the Student Senate for the purpose of gathering information. This will be done by attending city council meetings once a month, attending county commission meetings once a month, and once a month sending a

newsletter/debrief of what has generally been happening in the Student Senate to the Kansas Legislature and the Kansas D.C. delegation.

3. Direct and organize nonpartisan political education of the student body, by means including, but not limited to, candidate debates, voter registration efforts, get-out the vote drives, voter guides, policy forums, and any other functions as directed by the Student Body President, the Student Executive Council, or the Student Senate.
4. Relay relevant information obtained from legislative and policy-making functions that is of importance to students to the Student's Assembly by placing such items on the Issues Agenda of a Student's Assembly meeting. This information shall also be relayed to the membership of the President's Cabinet.
5. Plan the Holidays and Higher Ed networking event in November or December for students to get connected with the KU administration, as well as local and state leaders.
6. Formulate a legislative agenda for the Kansas Board of Regents Higher Education Day and Big XII on the Hill in Washington, D.C., that includes the perspective of diversity, equity, and inclusion.
7. Be responsible for other tasks as may be assigned by the Student Body President, the Student Executive Council, or the Student's Assembly.
8. The Government Relations Director shall maintain relations with peer institution and Big XII student governments by the following:
   a. Be in charge of any work with other Big XII student government and conferences or events planning therein.
   b. Work with the Student Body President to collaborate with Big XII or Board of Regents student governments on pertinent platform issues to address matters beyond the University of Kansas.

Section 2. The Government Relations Director shall serve on the following boards and committees:

1. Student Senate:
    a. Students' Assembly (ex-officio, non-voting)
    b. Student Executive Council (ex-officio, non-voting)

Article X. Student Senate Outreach Director

Section 1. The Outreach Director shall have the following job responsibilities:

1. Develop programs to expand the role of the Student Senate throughout the University, including reaching out to and meeting with undergraduate and graduate student organizations, colleges, offices, services, and programs that exist on KU's campus.
2. Tabling at least four times per semester at the Kansas Union, Wescoe Beach, or other relevant locations.
3. Creating flyers, posters, social media posts, and other promotional materials in coordination with the Public Relations Director to increase awareness of the Student Senate.
4. Coordinate one event a year with the Center for Community Outreach and Student Union Activities, respectively, to promote partnership between Union organizations.
5. Upon the determination of the elections schedule, the Outreach Director will create and circulate a flier and host a public forum with the following information:
    a. How a student can file for candidacy.
    b. The deadline to file for candidacy.
    c. The timeline for the elections.
6. Be responsible for other tasks as may be assigned by the Student Body President, the Student Executive Council, or the Student Senate.
7. The Student Senate Outreach Director shall formulate an outreach plan during the summer break period and present the plan before StudEx for their recommendations and approval through a majority vote.
8. The Student Senate Outreach Director shall be responsible for

planning the Fall and Spring Outreach Weeks.

9. The Outreach Director shall be responsible for planning a minimum of one university town hall per academic year to discuss relevant topics facing the university with students, faculty and administration.

10. The Student Senate Outreach Director shall be responsible for conducting meetings with senate constituency groups (e.g. junior senators, senior senators, freshman senators).

11. Student Senate Outreach Program. The Student Senate Outreach Program is designed to increase transparency between the Student Senate and the constituents that it serves and represents by scheduling organization visits with major student organizations so that they can learn more about their student government. Those visits also provide student organizations a chance to voice their concerns or ideas for how to improve the Student Senate. The Student Senate Outreach Director shall be responsible for carrying out the program in conjunction with the rest of the executive staff, and all senators. The Outreach Program execution will begin in the first legislative cycle and conclude no later than the end of the seventh legislative cycle.

a. Timeline:
    i. Cycle 1: Identify Student Organizations
    ii. Cycle 2: Compile into excel sheet and begin to contact
    iii. Cycle 3: Schedule organization visits and possibly begin
    iv. organization visits.
    v. Cycle 4: Continued organization visits
    vi. Cycle 5 & 6: Review commonalities of information learned and
    vii. report to Full Assembly

b. Action Plan. The Student Senate Executive Staff will meet to pre-select high priority student organizations and compile a list of groups that will be visited during the term. Selections shall be completed before the end of

the fist cycle. The Outreach Director will compile the list of student organizations into an Excel document that includes tabs for the date notified, date of visit, and contacts for the organization, and other notes for the visit. This shall be completed no later than the end of the second cycle. The Outreach Director will begin contacting groups to schedule organization visits. All visits should be scheduled and completed by the end of the 4th cycle. A running list saved in the Outreach Director's file share under "Outreach Program" containing notes from each visit shall be constantly updated to ensure all feedback from student groups is retained. A feedback form will be given to groups. After all visits have been completed, the Student Senate Outreach Director and Director of Social Justice will review all of the data and compile a condensed report. This report shall be sent for review to the Student Body President and Student Body Vice President. A meeting will then be set up between the Outreach Director, the Vice President and the Student Body President to discuss the document as a whole. All of this work should be completed at least two days before the Full Assembly of the Fifth Cycle. The Outreach Report will be distributed to the Full Assembly in the Fifth Cycle and details will be included in the Outreach Director's officer report. If needed, the Outreach Report or a similar condensed document containing key findings from the program will be shared with the Chancellor, Provost, Vice-President for Student Affairs, and the UDK.

Article XI. Student Senate Social Justice Director

Section 1. The Social Justice Director shall have the following job responsibilities:

1. Advocating on behalf of the needs of typically marginalized and/or underrepresented students. a. Typically marginalized and/or underrepresented students include, but are not limited to, students of color, students with physical and/or psychological disabilities,

gender, sexuality, and/or romantic minority students, international students, non-traditional students, religious minority students, and first generation students, as well as both employees and students.

2. Ensuring that all typically marginalized and/or underrepresented students feel safe and included on campus.
3. Finding mechanisms for receiving and disseminating information regarding events and opportunities of typically marginalized and/or underrepresented students.
4. Reporting regularly to the Student Executive Council and the Student's Assembly on the state of typically marginalized and/or underrepresented students at the University of Kansas.
5. Gathering, compiling, and presenting to the Student Executive Council and the Student's Assembly, a report on the concerns and suggestions to improve student life for typically marginalized and/or underrepresented students.
6. Monitoring the effectiveness of legal, health, childcare, support, and/or financial services relevant for typically marginalized and/or underrepresented students at the University of Kansas.
7. Working with Student Senate members, committees, and boards to help represent typically underrepresented students' needs at the university, local, state, and national levels.
8. Fostering and maintaining Student Senate's relationship with the Office of Multicultural Affairs, the Office of Diversity & Equity, the Center for Sexuality & Gender Diversity, the Emily Taylor Center for Women & Gender Equity, the Office of Institutional Opportunity & Access, Academic Achievement and Access Center, International Student Services, Counseling and Psychological Services, and any others deemed necessary.
9. Fostering Student Senate's relationship with Headquarters, Willow Domestic Violence Center, and the Sexual Trauma and Abuse Care Center.

10. The Social Justice Director serves as an ex-officio member on the Student Council on Social Justice.
11. Create social media content that increases awareness of multicultural and diversity related events, celebrations, organizations, etc.
12. Organize events promoting multicultural awareness.
13. Reach out to multicultural organizations and inform them of the resources within the Student Senate and the campus at large.
14. Invite guest speakers to talk about how to promote equity, diversity, and inclusion within the Student Senate and in society in general.

Section 2. The Social Justice Director shall serve on the following boards and committees:

a. Educational Opportunity Fund Board (voting)
b. Women's Leadership Board (voting)
c. Students' Assembly (ex-officio, non-voting)
d. Student Executive Council (ex-officio, voting)
e. DEI Fund (ex-officio, secretary, voting)

Article XI. Student Senate Public Relations Director. Responsible for all communications, public relations, and official correspondence on behalf of the University of Kansas Student Senate.

Section 1. The Public Relations Director shall have the following job responsibilities:

1. Responsible for distributing news releases to local media sources with pertinent Student Senate news, as well as monitoring coverage of senate in local media sources.
2. Responsible for distributing news releases outlining the decisions of the line-item, block, and fee review committees to the Student Senate website and Student Senate social media accounts, as well as to local media outlets at their discretion within one week of their passage, respectively.

3. Responsible for maintaining the Student Senate social media accounts and website.
4. Responsible for training members of the Presidents' Cabinet on how to edit the website.
5. Sending correspondence on behalf of the Student Senate to individuals, organizations, and businesses.
6. Publicizing all Student Senate elections.
7. Creating and maintaining a calendar on the Student Senate website with all publicly available Student Senate council, committee, board, and other relevant meetings and events sent to the Public Relations Director via email.
8. Coordinate and ensure streaming all Students Assembly meetings.
    a. Train all council leadership on how to stream for their council meetings.
9. Create and/or approve all Student Senate logos and branding directions.
10. Maintain an up-to-date list of all Student Senate passwords.
11. Work with the Outreach Director to support them through social media and official communications to student organizations.
12. Work with the Social Justice Director to coordinate social media posts and outreach materials focussing on DEIB related events, opportunities, and resources.

Section 2. The Public Relations Director shall serve on the following boards and committees:

1. Student Senate:
    a. Students' Assembly (ex-officio, non-voting)
    b. Student Executive Council (ex-officio, voting)

TITLE FOUR // THE JUDICIAL BRANCH

Article I. Judicial Authority & Appointment. All judicial power is held by the Constitutional Court of the Student Senate. Judicial power extends to all

challenges seeking enforcement of, interpretation of, or compliance with, the Constitution of the Student Senate or legislation enacted by the Student's Assembly.

Section 1. Appointment. When there is a vacancy on the bench of the Constitutional Court or the Student Elections Commission, the Student Body President, in consultation with the Student Body Vice President & Graduate Student Body President, shall make a judicial nomination within two (2) weeks of this vacancy to fill the seat.

1. Only KU Students are allowed to serve on and be nominated to vacant positions on the Constitutional Court and the Student Elections Commission.
2. Once the Student Body President decides upon a judicial nomination, they shall notify the Student Senate Chief of Staff. The Student Senate Chief of Staff shall then place this judicial nomination on the Agenda of the next Student's Assembly Meeting.
   a. The Student's Assembly has the authority to approve or reject the Student Body President's judicial nomination.
   b. For a judicial nomination to be approved, ⅘ of the members present and voting in the Student's Assembly must vote to support this action.

Section 2. Term Length. Students who are appointed to the Constitutional Court or Student Elections Commission shall hold two (2) year terms. A two-term limit shall be enforced under this Constitution for members of the Student Senate Courts.

1. Resignation: The members of the Student Senate Courts can resign before the end of their term of office.

Section 3. Remuneration. All members of the KU Student Senate Courts shall be allocated a stipend of $250.00 at the end of the election schedule.

Article II. Director of Justice. The Constitutional Court and Student Elections Commission shall be the only judicial boards of the Student Senate. They shall be jointly titled as the "University of Kansas Student Senate Courts" or "KU Student Senate Courts." The Director of Justice shall serve as the Administrator of the Student Senate Courts and be responsible for ensuring that all judicial branch responsibilities are carried out in accordance with the Student Senate Constitution.

Section 1. The Director of Justice shall have the following job Responsibilities:

1. The Director of Justice shall be responsible for coordinating monthly meetings of the Student Senate Constitutional Court and Elections Commission to discuss and attend to any business received by the Student Senate Courts.
2. The Director of Justice shall serve as a non-voting member of the Student Executive Council and report on any judicial branch matters being pursued by the Student Senate Courts each cycle.
3. The Director of Justice shall meet with Student Senate Judicial Branch Advisors to provide updates and coordinate election related matters before the next meeting of the Student Senate Elections Commission.
4. The Director of Justice shall maintain awareness of Student Senate activities and investigate any activity that might be in breach of the Student Senate Constitution.
5. The Director of Justice shall be responsible for approving or denying all expenses that are requested by candidates during Student Senate Elections.
6. The Director of Justice is responsible for meeting with the Student Body President, Chief of Staff, and Speaker of the Students Assembly if any case is brought to the Student Courts regarding

the Executive or Legislative Branch respectively.

7. The Director of Justice shall be a duly appointed member of the Student Senate Courts and shall be elected on the day of Joint Senate by members of the Constitutional Court and the Elections Commission. The Chief Magistrate of the Constitutional Court shall report the results of this election at the Joint Senate.

Section 2. Administration of the Courts. The Director of Justice shall be the administrator of the KU Student Senate Courts System and shall have the following additional responsibilities.

a. Managing the KU Student Senate Courts Social Media Account(s)

b. Registering the KU Student Senate Courts as a SILC Student Organization.

c. Maintaining and approving the use of the Judicial Branch funds for the Campaign Resource Closet, as outlined in Title Six, Article V, Section 2.2 of this constitution, in consultation with the Student Senate Treasurer.

d. Coordinating to accomplish tasks throughout the year in an effective and efficient manner.

e. Ensuring that each court is completing its assigned tasks and nothing more. If a case is delivered to a Student Senate Court that does not have jurisdiction over the matter, they shall work to send this case to the appropriate court.

Article III. The Constitutional Court.

Section 1. Original Jurisdiction. The Constitutional Court has original jurisdiction over cases involving the Constitution of the Student Senate and any legislation enacted by the Student Senate.

1. Any matters that concern Title Six and/or Title Eight of this Constitution shall be excluded from the original jurisdiction of The Constitutional

Court. These matters shall first be reviewed by the Student Elections Commission.

Section 2. Appellate Jurisdiction. The Constitutional Court has appellate jurisdiction over cases involving decisions made by the Student Elections Commission.

Section 3. Members of the Constitutional Court. The bench of the Constitutional Court includes three (3) magistrates, one of these magistrates shall be the Chief Magistrate.

1. The Chief Magistrate shall be chosen with unanimous support from amongst the members of the Constitutional Court.

Section 4. Special Responsibilities of the Constitutional Court.

1. The Constitutional Court shall routinely review all legislation that is duly passed by the Student's Assembly and signed and authorized by the Student Body President.
   a. This review shall ensure that all actions taken by the KU Student Senate are approved under the Constitution of the KU Student Senate.
2. The Constitutional Court shall be the court of first and final redress if a University of Kansas student believes that a Student Senate official or body has overstepped their authority and/or committed a violation of the Constitution of the KU Student Senate.
   a. If this occurs, the court will examine the facts, determine whether the correct action, according to this constitution, was taken by the Student Senate Official or body and render one of the following decisions based solely upon whether or not the constitution was correctly applied according to the facts as presented:
      i. To affirm the decision of the standing committee; or
      ii. To overturn the decision of the standing committee and remand the measure back to committee; or

iii. To overturn the decision of the standing committee and send the measure directly to the Student's Assembly.

Article IV. The Student Elections Commission.

Section 1. Original Jurisdiction. The Student Elections Commission has original jurisdiction over cases involving Title Six and Title Eight of this Constitution and all election violations that are filed during the course of Student Senate Elections.

Section 2. Members of the Student Elections Commission. The bench of the Student Elections Commission includes five (5) magistrates, one of these magistrates shall be the Chair of the Elections Commission.

Section 3. Special Responsibilities of the Student Elections Commission.

1. The Student Elections Commission shall conduct outreach efforts to educate the Student Body about the elections process.
2. The Student Elections Commission shall host a Presidential/Vice-Presidential debate that is open to all candidates running for President or Vice-President. The debate shall be held two weeks before the week of the election and the date of the debate shall be announced at least two weeks before the scheduled time of the debate. The Chair of the Student Elections Commission shall moderate the debate unless the Chair is unable to, in which case another Magistrate shall fill in.
3. The Student Elections Commission shall hold outreach events which may utilize student news sources, University Daily Kansan Advertisements, KJHK and/or KUJH advertising and interviews, informational videos and interviews through Media Crossing, tabling, flyers.

4. The Student Elections Commission shall create and provide a ballot for each division or office to be filled and for each referendum proposal or initiative question to be voted upon in the General Election.
   a. The Student Elections Commission shall create an instruction page that is shown to students before they are shown the ballot that shall make clear that voters do not have to use all of their votes allocated to them. The final two sentences shall read: "This is the final point in which you may communicate with a candidate during the voting process. Upon advancing to the next page of the ballot, candidates are to remain incommunicado during the duration of voting."
   b. Voting shall be conducted using single choice, plurality voting.
5. The Student Elections Commission shall ensure that the Campaign Resource Closet is stocked and ready to be utilized by Candidates in Student Senate Elections. If more supplies are required, the Chair of the Student Elections Commission shall coordinate with the Student Senate Treasurer to ensure the closet is restocked.

Article V. Rules of Procedures for Student Senate Judicial Proceedings.

Any student with standing may file a case with the Constitutional Court regarding an issue arising within the jurisdiction of the Constitutional Court or the Student Elections Commission.

Section 1. General Provisions.

1. Student Senate Courts are subject to the Kansas Open Meetings Act and the Kansas Open Records Act. The Trial Court shall be required to notify the following entities, including, but not limited to: Student Senate Staff Assistant, KUJH, KJHK, the University Daily Kansan, on the KU Student Senate Courts' social media outlets about any scheduled meetings, including violation hearings.

2. All Student Senate Court tasks shall be split amongst all members as equitably as possible, keeping in mind everyone's own personal strengths.
3. Quorum: All actions of the Student Senate Courts shall be official only when a majority of duly-appointed members are in attendance at a properly advertised public meetings.
4. The Student Senate Courts must submit the following report to the Student Senate Chief of Staff, the Student Senate Staff Assistant, and the advisor(s) of Student Senate no later than three weeks after Spring General Election results are certified containing the following:
   a. Financial Status of the Student Senate Courts
   b. Recommendations for changes and revisions to Articles VII and IX of the Rules and Regulations
   c. All Student Senate Court Cases that were arbitrated throughout the academic year.
   d. Official Election results
   e. All allegations of election violations and the courts' decision(s) in regards to those allegations
   f. Other sections as the Student Senate Courts deem appropriate
5. All other yearly documents must be sent to the Student Senate Chief of Staff to ensure that all documents, decisions, and election results are submitted to University Archives to be protected and retained for future reference.

Section 2. Notification Procedure.

1. A Student Senate Court shall give notice to all interested parties within twenty-four hours of receiving a complaint. This notice must include the complaint in its entirety.
2. A properly filed complaint shall contain:
   a. The party alleging the violation;
   b. The party accused of the violation;

c. The part of the Constitution, or the piece of legislation, allegedly violated;

d. A description of the alleged violation and all relevant evidence, documents, and testimony, witness or otherwise to be presented as evidence.

3. Failure to properly file a complaint constitutes an incomplete complaint. A Student Senate Court may dismiss an incomplete complaint by a two-thirds vote of its members. Once dismissed for failure to properly file, a complaint may be refiled and considered once it is properly filed.
4. A Student Senate Court may dismiss a properly filed complaint by a two-thirds vote if the complaint fails to demonstrate a reasonable suspicion of a violation or if the issue raised by the complaint is outside of the jurisdiction of the Court.
5. The Student Senate Court shall hold a hearing within one calendar week of receipt of the complaint. Notice of a hearing shall be given at least 36-72 hours before a hearing.
6. No Election Violation Complaints shall be accepted later than forty-eight hours after the close of the polls on the final day of a Student Senate election.
7. In time sensitive cases, the filing party may submit a motion to expedite proceedings, which can be granted by a Student Senate Court with a two-thirds vote. The approval of the motion is separate from the complaint hearing approval and is to be heard by a Student Senate Court after the approval of the hearing.
8. Student Senate Courts may also request to expedite the hearing but shall only do so with the approval of the parties.
9. Each party may call up to two witnesses without special approval from a Student Senate Court.

a. Student Senate Courts shall not exercise subpoena power over witnesses.

b. Should a party wish to call more than two they must file a motion with the trial court with an explanation as to why it is necessary.

c. The Complainant and Respondent speaking as to their own experiences is to be considered part of their argument, not as a witness but the opposing side may call each other as witnesses

d. A witness cannot be required to speak and will not be bound to speak the truth under penalty of perjury as Student Senate Courts hold no authority to exercise such a penalty.

Section 3. Hearing Procedure.

1. All hearings shall be held on the record. The record shall include all evidence and testimony heard, all documents submitted to the Student Senate Courts in regards to the hearing, and all decisions. The Student Senate Courts shall submit the record to the Student Senate Chief of Staff.
2. All evidence brought to hearings is to be heard on its merits, through argumentation by all parties. Admissibility of evidence shall be determined on the grounds of hearsay and prejudicial nature. Only evidence deemed as admissible can be considered in the Executive Session as material to the deliberation and decision by Student Senate Courts.
3. The Complainant(s) shall submit a brief at least twenty-four hours prior to the start of the hearing detailing the merits of their case and which includes all evidence that they wish to speak on. Once a Student Senate Court has received the complainant's brief, it shall send said brief to the Respondent(s) and they shall respond following the receipt of the Complainant(s) Brief. A Student Senate Court shall then transmit the Respondent(s)' brief to the Complainant as soon as it is received by a Student Senate Court.
4. Speaking Order.

a. The Complainant(s) shall be allocated ten minutes to present their case to a Student Senate Court. During this time, members of the Student Senate Court hearing the case may ask questions regarding the case, brief, or the theory they are presenting. All answers shall be made within the ten minutes.

b. The Respondent(s) shall be allocated ten minutes to refute any allegations made by the Complainant(s) to the Student Senate Court. During this time, members of the Student Senate Court hearing the case may ask questions regarding the case, brief, or the theory they are presenting. All answers shall be made within the ten minutes.

c. After the initial presentation of the cases the Complainant(s) may call their witness(es) and question each of them for three minutes. After direct examination, the Respondent(s) may cross-examine the witness(es) for three minutes. A Student Senate Court may not ask questions of the witness, but may speak as to prevent intimidation, to move the questioning along, and anything else that the court deems necessary.

d. Once witnesses have been called each party shall be allocated five minutes to present closing arguments, during this time the members of the court may not ask questions.

e. The court may grant a one-time time extension of five minutes to each party upon request.

Section 4. A Student Senate Court may enter a closed session to discuss the alleged violation before rendering a final decision, or to discuss the prejudicial nature of a particular piece of evidence. During a closed session only Student Senate Court members and advisors shall be permitted to remain present. The Trial Court hearing must be open to the public before a binding vote may occur.

Section 5. A final decision shall be made within twenty-four hours of the close of the hearing.

Section 6. The Student Senate Courts shall notify all interested parties including, but not limited to, the parties, KUJH, KJHK, and the University Daily Kansan of a final decision within twenty-four hours of rendering a final decision.

Article VI. Student Senate Court Rulings.

Section 1. Basis for Court Rulings.

1. Student Senate Court Rulings should primarily utilize a well argued interpretation of the Constitution of the University of Kansas Student Senate in relation to cases that are presented to the Court.
2. The Student Senate Courts retains the right to use past precedent made by previous Student Senate Judicial entities when considering how the courts should rule on a case being presented.
3. Exterior arguments related to the American or any other legal system may be used while crafting a judicial opinion, however it should be considered secondary to the arguments relating to appropriate Student Senate documents and precedent.

Section 2. Opinions of the Student Senate Courts.

1. When a case is considered by the Constitutional Court or the Student Elections Commission, one of the following types of opinions must always be delivered by the court:
   a. Unanimous (per curiam) opinion.
   b. Majority opinion.
2. When a court delivers a majority opinion, any dissenting Justice or Judge must deliver a dissenting opinion.
3. Members of the Student Senate Courts can deliver a concurring opinion.

4. A decision of the Constitutional Court can be appealed to the University Judicial Board, if the basis for the appeal is grounded in procedural mistakes made by the court.

Section 3. Public Posting of Court Rulings.

1. When a Student Senate Court issues an opinion, the opinion shall be submitted to the Student Senate Chief of Staff. This opinion should be posted on the judicial portion of the Student Senate website.

TITLE FIVE // THE BUDGET CODE

Article I. Establishment.

A. Authority. By the authority vested in the Student Senate by Article III, Section 5 of the University Senate Code, we hereby proclaim that all enactment of the Student Senate which has the effect of allocating funds from student fees under the control of the Student Senate shall hereafter be referred to collectively as the Budget of the University of Kansas Student Senate and shall be governed by the procedures and/or process within the following rules and regulations.

B. Purpose. In order to compile all the various legislative acts concerning student campus fees into one complete document, and to centralize control and administration, and to make information concerning these fees readily accessible, and to ensure budgetary planning for the future, we hereby establish this Budget Code.

C. Effective Date. This Budget Code shall be interpreted in its entirety after the date of its final approval by the Student Senate and enactment by signature of the Student Body President.

D. Pre-Emptor of other Rules and Regulations. Nothing in this Budget Code shall be interpreted as repealing any other act of the Student Senate;

however, this Budget Code shall pre-empt any act with which it is in direct conflict.

E. Repeal of Budget Code. Repeal of Article VI of the Student Senate Constitution requires a two-thirds (2/3) vote of the members present and voting.

F. Amendment of Budget Code. Amendment of any section of Article VI of this Student Senate Constitution requires a two-thirds (2/3) vote of the members present and voting.

G. Suspension of the Budget Code. Suspension of any section of Article VI of this Student Senate Constitution requires a two-thirds (2/3) vote of the members present and voting.

Article II. Budgetary Procedure.

Section 1. Revenue Available for Apportionment. The revenue available for apportionment shall be determined on the basis of the number of full time students using a formula developed by the Student Senate Treasurer and the Office of the Vice Provost for Student Success.

Section 2. Spending Authorization. Legislation requesting allocation of funds must receive final approval from the Student Senate before any authorization is given by the Student Senate Treasurer to the group, organization, or corporation to spend the funds.

Section 3. Block Allocation Process

1. Block allocations shall be made on a one-year basis to groups granted Block Allocation Status during the course of the Block Allocation Status Hearings.
2. Block Allocations shall be exempt from Student Senate Activity Fee Regulations.

3. Authorization by the Treasurer shall not be required for disbursement of block allocations. This provision shall not be construed to restrict the Treasurer from requiring proper and sufficient financial reports from any corporation, organization, or group.
4. Block Allocation Status Approval. The Finance Council Chair, in consultation with the Student Senate Treasurer, shall decide whether a group may be granted Block Allocation Status. The minimum criteria for Block Allocation Status are:
   a. The corporation, organization, or group seeking an allocation must provide a broad tangible benefit to the University Community; and
   b. The corporation, organization, or group seeking an allocation must demonstrate continuing viability as a functioning corporation, organization, or group; and
   c. The corporation, organization, or group seeking an allocation must have a paid staff member trained and approved by the Division of Student Success in the university accounting system; and
   d. The corporation, organization, or group seeking an allocation must have been established and continuously funded by the Student Senate for at least three (3) years prior to application for Block Allocation Status or have yearly audits for the past three fiscal years; and
   e. Upon completion of the Block Allocation Status Hearings and two-thirds (2/3) approval of the Finance Council, a bill shall be submitted to the Student's Assembly to approve these allocations.
5. Block Allocation Process
   a. Occurrence. Applications for Block Allocations shall be made publically available by the Student Senate Treasurer by December 1st of each year. This process shall be held and completed by the Finance Council prior to March 15th of each fiscal year. Schedules and block requests shall be distributed to all voting Finance Council members at least 48 hours in advance, except when emergency modification is required due to inclement weather.

b. Purpose. The Finance Council shall hear the request of each corporation, organization, or group with Block Allocation Status as listed in Appendix F.1 and consider each request.

c. Amendments to Requests. The Finance Council may amend any portion of a corporation's, organizations, or group's request by a simple majority vote of all those present and voting.

d. Submission by the Finance Council. The Finance Council upon a two-thirds (2/3) vote of the members present and voting shall immediately, upon the conclusion of Block Allocation, submit a Block Allocation Bill to the Students Assembly authorizing the allocations that were approved during Block Allocation or as amended by the Finance Council.

e. Approval by Student's Assembly. The Student's Assembly, upon a two-thirds (2/3) vote of the members present and voting, shall either approve the Block Allocation Bill without amendment or shall send the Block Allocation Bill, with recommendations, back to the Finance Council for amendment and resubmission to the Student Senate. Final approval must occur prior to April 1st of each fiscal year.

f. Amendments to Block Allocation Bill. At the last scheduled Student Senate meeting prior to April 1st, should the Block Allocation Bill not have been approved by the Student Senate, Student Senate shall have the authority to amend the Block Allocation Bill upon a two-thirds (2/3) vote of the members present and voting.

Section 4. Line Item Allocation Process.

1. One-Year Basis. Line Item Allocations shall be made on a one year basis to groups with line item status.
2. Accounts Administered by the Student Senate Treasurer. The Student Senate Treasurer shall administer all funds allocated by Line Item. All vouchers must contain the signature of the Student Senate Treasurer, which stipulates that all items presented for payment on that voucher are

bona fide requests which have been allocated to an account. Voucher forms submitted to the Treasurer's office after June 1st or a date specified by the Student Senate Treasurer will not be processed in order to allow time for compliance with fiscal year end accounting procedures.

3. Line Item Status Minimum criteria. All corporations, organizations, and groups must be registered student organizations with the Student Involvement and Leadership Center.
4. Line Item Allocation.
   a. Occurrence. Applications for Line-Item Allocations shall be made publically available by the Student Senate Treasurer by December 1st of each year. This process shall be held and completed by the Finance Council prior to March 15th of each fiscal year. Schedules and block requests shall be distributed to all voting Finance Council members at least 48 hours in advance, except when emergency modification is required due to inclement weather.
   b. Purpose. The Finance Council shall hear the request of each corporation, organization, or group that has Line Item Allocation Status and consider each request.
   c. Amendments to Requests. The Finance Council may amend any portion of a corporation's, organizations, or group's request by a simple majority vote of all those present and voting.
   d. Submission by the Finance Council. The Finance Council, upon a two-thirds (2/3) vote of the members present and voting, shall immediately upon the conclusion of Line Item Allocation submit a Line Item Allocation Bill to the Student Senate authorizing line item allocations that were approved during Line Item Allocation or as amended by the Finance Council.
   e. Approval by Student's Assembly. The Student's Assembly, upon a two-thirds (2/3) vote of the members present and voting, shall either approve the Line Item Bill without amendment or shall send the Line Item Bill with recommendations back to the Finance Council for

amendment and resubmission to the Students Assembly. Final approval must occur before April 1st of each fiscal year.

f. At the last scheduled meeting prior to April 1st, should the Line-Item Allocation Bill not have been approved by the Students Assembly, Students Assembly shall have the authority to amend the Line-Item Allocation Bill upon a two-thirds (2/3) majority vote of those present and voting.

Section 5. Unallocated Allocations.

1. One-Year Basis. Allocations from the Unallocated Account shall be made on a one-year basis.
2. Minimum Status. The corporation, organization, or group seeking funding must be a registered student organization with Student Involvement and Leadership Center.
3. Allocation Requests. All corporations, organizations, and groups which request an allocation from the Student Senate Unallocated Account shall submit an Allocation request on or before the legislative deadline for the meeting at which the request will be considered.
4. Payment Timeline. No bill from a previously approved purchase order will be paid and no request will be made for a check for any service fee or honorarium until ten (10) instructional days after final passage of the legislation.
5. Accounts Administered by the Student Senate Treasurer. The Student Senate Treasurer shall administer all funds allocated from the Unallocated Account. In order to be valid, all vouchers must contain the signature of the Student Senate Treasurer which stipulates that all items presented for payment on that voucher are bona fide requests which have been allocated to an account. Voucher forms submitted to the Student Senate Treasurer's office after June 1st or a date specified by the Student Senate Treasurer will not be processed in order to allow time for compliance with fiscal year end accounting procedures.

6. Allocation Requests. All corporations, organizations, and groups which request an allocation from the Student Senate Unallocated Account shall submit an Allocation request on or before the legislative deadline for the meeting at which the request will be considered.
7. Occurrence. A request for allocation from Student Senate Unallocated Account may be heard at any regularly scheduled meeting of the Finance Council.
8. Purpose. The Finance Council shall hear the request of each corporation, organization or group and consider each request.
9. Amendments to Requests. The Finance Council may amend any portion of a corporation's, organizations, or group's request by a simple majority vote of all members present and voting.
10. Referral to Student's Assembly. The Finance Council, upon a majority vote of the members present and voting, shall send bills allocating less than $1,000.00 to the Student Senate for final approval. Bills allocating $1,000.00 or more shall require two-thirds (2/3) vote of the Finance Council members present and voting.
11. Approval by Student's Assembly. Student Senate, upon a majority vote of the members present and voting, shall grant final approval to a bill allocating less than $1,000.00. Bills allocating $1,000.00 or more shall require a two-thirds (2/3) vote of the Student Senate members present and voting.

Section 6. Reserve Allocations.

1. At the end of each fiscal year remaining funds, including excess revenue above the estimated revenue, from all allocations made by the Student Senate and those remaining in the Unallocated Account will be transferred into the Reserve Account and the Unallocated Account for the next fiscal year in the following proportions:
   a. If the Reserve Account balance is below $100,000.00, 75% of the remaining funds will be transferred to the Reserve Account and

remaining 25% will be transferred to the Unallocated Account for the next fiscal year.

b. If the Reserve Account balance is between $100,000.00 and $200,000.00, 50% of the remaining funds will be transferred to the Reserve Account and the remaining 50% will be transferred to the Unallocated Account for the next fiscal year.

c. If the Reserve Account balance is between $200,000.00 and $500,000.00, 25% of the remaining funds will be transferred to the Reserve Account and the remaining 75% will be transferred to the Unallocated Account for the next fiscal year.

d. If the Reserve Account balance is greater than $500,000.00, 100% of the remaining funds will be transferred to the Unallocated Account for the next fiscal year.

2. The balance of the Reserve Account shall not fall below $50,000.00 unless funds are needed to maintain vital functions of the Student Senate. The Student Senate Treasurer shall administer all funds allocated from the Reserve Account.

3. Allocations from the Reserve Account will be made following the same process as allocations from the Unallocated Account. All requests for allocations from the Reserve Account must receive a two-thirds (2/3) favorable vote in the Student's Assembly for passage.

4. Reserve Allocation Hearings.

a. Occurrence. A request for allocation from the Student Senate Reserve Account may be heard at any regularly scheduled meeting of the Finance Council.

b. Purpose. The Finance Council shall hear the request of each corporation, organization, or group, which is a registered student organization with the Division of Student Success's Student Involvement and Leadership Center office, and consider such request within the context of the apportionment to the Student Senate Reserve Account.

c. Amendments to Requests. The Finance Council may amend any portion of a corporation's, organizations, or group's request by a simple majority vote of all those present and voting.

d. Referral to Student's Assembly. The Finance Council, upon a two-thirds (2/3) majority vote of those present and voting, shall send the bill to the Student Senate for final approval.

e. Approval by Student's Assembly. Student Senate, upon a two-thirds (2/3) majority vote of those present and voting, shall grant final approval to an allocation request.

5. Allocation Criteria for Reserve Account funds.

a. Allocations will not be made in amounts less than $1,000.00.

b. Allocations will not be made for normal operations or special events of student organizations, including augmentation of the Unallocated Account if and when it becomes depleted.

c. Allocations will be used for projects that benefit a substantial number of students or that leave a lasting mark on the university community.

Section 7. Amendment to the Budget

1. Occurrence. A request for a substantive change to an allocation or apportionment previously approved by the Student Senate shall be heard in bill form at a regularly scheduled meeting of the Finance Council.
2. Purpose. The Finance Council shall hear the request of each corporation, organization, or group and consider such request within the context of the Budget of the University of Kansas Student Senate.
3. Amendments to a Request for Substantive Change. The Finance Council may amend any portion of a corporation's, organizations, or group's request by a simple majority vote of all those present and voting. Referral to Student Senate. The Finance Council, upon two-thirds (2/3) vote of the members present and voting, shall send the request for amendment to the Student Senate for final approval.

4. Approval by Student's Assembly. The Student's Assembly, upon a two-thirds (2/3) vote of the members present and voting, shall grant final approval to a request for a substantive change to an allocation previously approved by Student Senate.

Section 8. Line Item Change

1. Required applications. Applications for all line Item changes more than $200.00 in amount must be made by each corporation, organization, or group requesting such a change, and shall include the following:
   a. The name of the organization or group seeking the transfer.
   b. The specific nature of the transfer requested and the existing line item(s).
   c. A written statement from the corporation, organization, or group explaining the reasons for the necessity of the transfer.
   d. Any other information which the Student Senate Treasurer deems necessary.
2. Requests Decided by the Treasurer. Requests for line item changes less than or equal to $200.00 may be reviewed and decided upon by the Student Senate Treasurer.
   a. Appeal. The corporation, organization, or group may appeal the decision of the Student Senate Treasurer to the Student Executive Committee.
   b. Occurrence. A request for a line Item change to an allocation previously approved by Student Senate shall be heard at a regularly scheduled meeting of the Student Executive Committee.
   c. Purpose. The Student Executive Committee shall hear the requests of each corporation, organization, or group and consider such requests within the context of the Budget of the University of Kansas Student Senate.
   d. Approval by the Student Executive Council. The Student Executive Council, upon a three-fourths (3/4) vote of the members present and

voting, shall grant final approval to a request for a Line Item change to an allocation previously approved by the Student Senate. Section 9. Expenses from Prior Fiscal Year

3. The Student Senate Treasurer shall hold the power to complete a special budget transfer in order to pay a bill from the prior fiscal year.
   a. Requirements for transfer are as follows:
      i. Must have evidence of approval dated in the prior fiscal year.
      ii. 50% of the total transfer shall be from the Student Senate Unallocated Account and 50% of the total shall be from the Student Senate Reserve Account.
      iii. Any total transfer over $1,000 requires a (2/3) vote of the Student Senate Executive Committee members present and voting.

Article III. Funding Regulations.

Section 1. Purpose and Responsibility. Funds allocated by the Student Senate shall be used for the purpose of supporting student activities and services. The Student Senate shall be responsible for upholding the following regulations in the assessment of fees and allocation and apportionment of funds for all corporations, organizations, or groups.

Section 2. General Funding. Corporations, organizations, and groups shall be eligible to receive one hundred dollars ($100.00) in General Funding to be used for office supplies, printing, postage, and non-Kansan advertising. In special circumstances, more than one hundred dollars ($100.00) may be allocated to corporations, organizations, or groups who have a need for more General Funding.

Section 3. Meeting After Approval of Unallocated or DEI Funding. After funding is approved, the corporation, organization, or group to which funds are allocated or apportioned must schedule a meeting with the Student Senate treasurer within 48 hours of funding approval. This

section shall extend to Student Senate Unallocated Funding and Student Senate Diversity, Equity, and Inclusion Funding.

Section 4. Meeting Prior to Line-Item Allocation. Corporations, organizations, or groups to which line-item funds are allocated must schedule a meeting with the Student Senate Treasurer two (2) weeks prior to their need for the allocation. If the allocation involves international shipping, the meeting must instead be scheduled six (6) weeks prior.

Section 5. Prohibited Uses.

a. **Partisan Activities.** Funds may not be used for activities that directly affect the electoral goals of one person or group relative to another, that relate to Student Senate Elections, or that are related to a Student Senate Referendum or Student Initiative.
b. **Alcohol.** Funds may not be used to purchase alcoholic beverages.
c. **Travel.** Funds shall not be used for travel expenses. KU Model UN and KU Mock Trial are exempted from this provision.
d. **Academic Project**s. Funds may not be used for academic projects intended to be published in an academic journal or presented at an academic conference.
e. **Awards and Giveaways.** Funds may not be used to purchase items that do not have a primarily educational purpose, including awards, trophies, and presents, with the intent to distribute them.
f. **Honorariums.** Funds may not be used to provide honorariums to University of Kansas faculty.
g. **Commercial Promotions.** Funds may not be used to advertise or promote a product, or a profit-seeking person or group.
h. **Recruiting Students.** Funds may not be used for recruiting students for post-graduation employment. Funds shall not be allocated or apportioned to any corporation, organization, or group whose primary purpose is recruiting individuals to the university or for post-graduation employment.

i. **Maintaining Affiliations.** Funds may not be used to maintain an affiliation with a corporation, organization, or group, unless this affiliation is vital.
j. **Granting Scholarships.** All funds for scholarships must come from the Education Opportunity Fee and be allocated by the Educational Opportunity Fund.
k. **Fundraising for Other Groups.** Funds may not be used as direct contributions to another corporation, organization, or group.
l. **Telephone and Internet.** Funds may not be used for telephone and internet expenses, unless the services are provided through the university within the Student Involvement and Leadership Center.
m. **Duplication of Services.** Funds may not be used for projects, services, or materials which are, by practical effect, duplicated functions of other student fees.

Section 6. Required Policies for Funded Groups.

a. **Announced and Open to the Public.** Corporations, organizations, and groups to which funds are allocated or apportioned must abide by the open meeting policy of the State of Kansas, Kansas Statute Act 75-4317-4320. Any program or activity funded with student fees shall be announced and open to the general public.
b. **Open to All Students.** Corporations, organizations, and groups to which funds are allocated or apportioned must make all events open *de facto* to all University of Kansas students.
c. **Student Senate Logo on Promotional Materials.** Corporations, organizations, and groups to which funds are allocated or apportioned must display the Student Senate logo on their promotional materials, including flyers, posters, and radio advertisements, unless display of the logo would be impossible. If display of the logo is impossible, the same promotional materials must include the wording “Funding contributed by the University of Kansas Student Senate.”

d. **No Academic Standards.** Corporations, organizations, and groups to which funds are allocated or apportioned may not require individuals to meet academic standards as a requirement for participation.
e. **Registration with the Student Involvement and Leadership Center.** Funds shall only be allocated or apportioned to corporations, organizations, and groups that are registered with the Student Involvement and Leadership Center at the University of Kansas.
f. **Students as Officers.** Funds shall only be allocated or apportioned to corporations, organizations, and groups in which all officers are University of Kansas students.
g. **Student Membership on Financial Governing Bodies.** Funds shall only be allocated or apportioned to corporations, organizations, and groups in which students constitute a proportional or greater share of the voting seats on the financial governing body of that corporation, organization, or group, relative to the share of its total budget funded by the Student Senate.
h. **No Academic Credit for Participation.** Funds shall not be allocated or apportioned to corporations, organizations, or groups whose primary purpose is for members to give or receive academic credit.
i. **Non-Discrimination.** Funds shall not be allocated or apportioned to corporations, organizations, or groups that violate the university's non-discrimination policies.

Section 7. Oversight.

a. **Open Books and Records.** Corporations, organizations, and groups to which funds are allocated or apportioned must make their books and records open for inspection by the Student Senate Treasurer or their designee at any time during normal business hours.

b. **Documentation of Other Fundraising Efforts.** Corporations, organizations, and groups seeking funding, excluding general funding, must provide documentation of other fundraising efforts prior to requesting Student Senate funds. Fundraising efforts shall include collection of donations; application for funding from the Student Diversity, Equity, and Inclusion Fund; academic departments; Pepsi Programming; or participation in activities to raise money for the group.
c. **Request for Annual Report.** Corporations, organizations, and groups to which funds are allocated or apportioned must, upon request by the Student Senate Treasurer within 60 days of the close of the fiscal year, submit an annual report detailing their income and expenditures for the past year.
d. **Request for Copy of Publication.** Corporations, organizations, and groups seeking funding for an advertisement, poster, flyer, promotion, or other publication must, upon request of the Student Senate Treasurer, make available to the Treasurer a copy of the same publication prior to disbursement of funds. For non-English publications, the Treasurer may request an English translation.
e. **Request for Admission to Events.** Corporations, organizations, and groups to which funds are allocated or apportioned must, upon request by the Student Senate Treasurer, provide two (2) admission passes to the Treasurer for events they sponsor which charge for admission, to allow the Treasurer to verify compliance with these regulations.

Section 8. Disbursement Procedures for Special Events and Projects.

a. **Event Timespan.** Each request for special event funding must be accompanied by the event's starting and ending dates.
b. **Time Limit for Events.** If funds allocated for a special event are not spent by ten (10) days after the event's ending date, the funds shall revert to the Student Senate Unallocated Account at the discretion of the Student Senate Treasurer.

c. **Consent by Funded Group to Return Funding.** With the written or electronic consent of a group's president, the Treasurer shall return any outstanding allocations of that group's account to the Student Senate Unallocated Account once all payments from their account have been finalized.
d. **Collection of Unused Project Funds.** If excess funds allocated for a discrete purchase for a group project are leftover after the finalization of the purchase, the Treasurer shall revert all excess money to the Student Senate Unallocated Account.
e. **Share of Total Expenses Eligible for Funding.** Funds from the Student Senate Activity fee may fund a special event or project up to one thousand dollars ($1,000.00). Beyond this level a group may receive up to fifty percent (50%) of the remaining expenditures for the special event or project. Documentation of external funding must be provided to the Student Senate Treasurer or Student Senate Associate Treasurer prior to requesting Student Senate funds.
f. **Full Budget Required.** For any allocation the corporation, organization, or group must provide a total budget for the special event or project that includes all anticipated expenses and income. The Finance Chair shall be responsible for contacting the legislation's author prior to the Finance Council Meeting to notify them of this requirement.

Section 9. Reimbursements. Funds may be distributed through reimbursement. Reimbursements must be approved by the Student Senate Treasurer or Fund Development Director before the purchase is made.

a. **Documentation Procedure.** The corporation, organization, or group requesting reimbursement for a purchase must submit its IRS Form W-9 and an itemized receipt of the items purchased to the Treasurer or Fund Development Director within five (5) days of the purchase.
b. **Application of Regulations.** Reimbursements may not be made for prohibited uses of funding.
c. **Venues Prohibited.** Reimbursements may not be made to venues.

d. **Notice of Time Commitment.** Reimbursements may take multiple weeks. Corporations, organizations, and groups seeking reimbursement are responsible for managing this burden, and should not seek reimbursement if it would cause financial stress.
e. **Pain of Violation.** Violation of this Section will render the reimbursement void.

Section 10. Funding for Third-Party Services.

a. **Services Form.** Corporations, organizations, and groups seeking funding for a service fee must provide a contractual services form describing the person or entity who will provide the service.
b. **Submission to the Finance Council.** The contractual services form must be submitted to the Finance Chair before the bill requesting funding for the service fee is presented to the Finance Council. The Finance Chair is responsible for contacting the author of the bill prior to the Finance Council Meeting to notify them of this requirement.
c. **Temporary Alternative to a Services Form.** If the corporation, organization, or group is not able to submit a contractual services form to the Finance Council, they may in the alternative submit written correspondence with the person or entity who will provide the service that indicates the date, cost, and description of the service and includes the same person or entity's written agreement. However, the corporation, organization, or group must still submit a contractual services form by the time of the next regular Student Senate meeting, or else their request shall be struck from the agenda.
d. **Consideration by the Student Senate.** Allocations or apportionments for a Service Fee must be approved either by the Finance Council; or by the Students Assembly with an amendment adding the Service Fee to a bill, for which a two-thirds (2/3) vote is required.

Section 11. Fundraising for Non-Profit Organizations. Corporations, organizations, or groups may seek funding to indirectly raise funds through their events for a non-profit organization, up to 10% of their three (3) year fundraising average. This average shall be determined by the corporation,

organization, or group's total yearly donations to the non-profit organization for each of the three years, being zero (0) for a year in which it did not fundraise.

Section 12. Compliance. Corporations, organizations, and groups to which funds are allocated or apportioned must comply with all regulations in this Budget Code.

Section 13. Enforcement. Corporations, organizations, and groups failing to comply with the regulations of this Budget Code shall be subject to sanctions through the Court of Appeals.

Section 14. Non-Affiliation. The assessment of fees or allocation or apportionment of funds to a corporation, organization, or group shall not be construed to imply that the Student Senate agrees with the beliefs or actions of that corporation, organization, or group, unless otherwise specified by the Student Senate.

TITLE SIX // THE ELECTIONS CODE

Article I. Purpose and Scope. The Student Senate Elections Code shall govern General, freshman, special, and recall elections, as well as referenda. This Election Code shall be construed to promote a fair, free, and equitable electoral process. All candidates in Student Senate elections agree to follow this Elections Code and will accept the consequence(s) of potentially violating any part of the Elections Code.

Article II. Special Obligations of the Student Elections Commission. The Student Elections Commission must conduct the KU Student Senate Elections in the Spring, as well as First-Year Senator elections in the Fall.

A. The Student Elections Commission shall be the body in charge of reviewing enrollment figures and apportion the sixty-four (64) Academic Student

Senator Seats to the various divisions on the basis of the official twentieth-day headcount enrollment figures for the fall semester with the approval of the Student Executive Committee.

B. The Student Elections Commission shall maintain registration, financial, and campaign activity records for all candidates.

C. The Student Elections Commission shall create a Declaration of Candidacy form and Campaign Spending Report form.

D. The Student Elections Commission shall annually prepare a schedule showing all the specific deadlines and events established under this code. This calendar shall be available on the Student Senate Website at the beginning of the semester.

E. If necessary, the Student Elections Commission must propose revisions to the Election Schedule to the Chief of Staff.

F. The Chair of the Student Elections Commission must plan, prepare, and hold candidate debates for the registered candidates for Student Body President and Student Body Vice President at least fourteen (14) calendar days before the election week. These candidate debates must be announced at least seven (7) calendar days before the debates.

G. The Chair of the Student Elections Commission must deliver the certified official election results to the Student Senate Staff Assistant and the Vice Provost for Student Affairs.

Article III. Elections Schedule. There shall be two election schedules; one election schedule shall be for the First Year Fall Elections, and the second schedule shall be for the general Student Senate Spring Elections. Under the Elections Code, “week” refers to the period from Sunday to Saturday.

Section 1. First-Year Fall Elections Schedule. First-Year Elections shall be held on the Tuesday and Wednesday of the seventh full week of classes. Elections shall run from 6:00am of that Tuesday until 4:00pm of that Wednesday.

1. Candidates may begin filing their Declaration of Candidacy no sooner than two (2) calendar weeks before the week of the First-Year Elections.
2. The filing deadline for First-Year Senator candidates shall be at 5:00pm the Thursday of the week previous to the elections.
3. Candidates are allowed to campaign after their Declaration of Candidacy has been sent to the Student Elections Commission and may campaign until the end of the election schedule. 4. The end date of the Election Schedule is when the official election results are certified and delivered.

Section 2. Student Senate Spring Elections Schedule. The Student Senate General Election in the Spring shall be held throughout the third week of April. Elections shall run from 6:00am on Monday to 4:00pm on Thursday.

1. The start of the Election Schedule is February 1.
2. Candidates may begin filing their Declaration of Candidacy during the first week of February.
3. The Filing deadline for submitting a Declaration of Candidacy Form is 5:00p.m. on the Monday of the third week of March.
4. Election campaigning can occur from February 1 until the end of the election schedule. Election campaigning includes any activity that supports or opposes the election of one or more registered candidates.
5. The end date of the Election Schedule is when the official election results are certified and delivered.
6. The Election Schedule must be publicly available within the first week of the spring semester.

Article IV. The First-Year Fall Elections.

Section 1. Qualifications for Office.

1. Enrollment. All candidates must be enrolled in at least six (6) hours of coursework at the Lawrence Campus of the University of Kansas.

2. Division Membership. Each candidate must be a first year undergraduate student who has not previously attended a post-secondary institution, other than credits earned while enrolled at a high school.

Section 2. Eligibility to Vote. To cast votes in the First-Year Elections, a student must be enrolled in one (1) hour of coursework at the Lawrence Campus of the University of Kansas. If this is the first-year of a student in a post secondary institution, they shall be eligible to vote in the First-Year Elections.

Section 3. Regulations.

1. No current Student Senate member shall campaign on behalf of or provide financial support to any student running for a First-Year Senator position.
2. No first-year students will be permitted to run as a coalition in the First-Year Elections.
3. Candidates for First-Year Senator seats shall only be allowed to run as individuals and will not be permitted to run together in any manner.
4. No outside funding will be permitted in these Elections.
5. Candidates shall be allowed to use the Student Senate office printers and campaign resource closet. Printing costs for any materials using regular copy paper either in BW or Color.
6. Any candidate that does not comply, or violates any of the previously mentioned regulations will be disqualified from the election.

Article V. Student Senate Spring Elections

Section 1. Qualifications for Office.

1. Enrollment. All candidates must be enrolled in at least six (6) hours of coursework at the Lawrence Campus of the University of Kansas.

2. Constituency Membership. Each candidate must be a member of their constituency at the time of the election based on the seats listed in Article II, Section two.

Section 2. Regulations.

1. Candidate Registration. To become a registered candidate, a student must submit a Declaration of Candidacy Form to the Student Elections Commission through Rock Chalk Central as established in the schedule under the Elections Code.
   a. The Declaration of Candidacy Form for a Student Body President and Student Body Vice President ticket must include the signatures of both candidates.
   b. The Declaration of Candidacy Form for the Graduate Student Body President must include the signature of the candidate.
2. Campaign Resource Closet. All candidates shall be allowed to utilize the Student Senate Campaign Resource Closet while running for a Student Senate Office. This Closet shall be located in the Student Senate Office. This closet shall include, but not be limited to:
   a. Sidewalk Chalk,
   b. Poster Board,
   c. Markers,
   d. Cardstock,
   e. Buttons,
   f. Button Maker.
   g. Accommodation Services
   h. Free Printing Services to print fliers for a candidate's campaign shall also be made available via the Student Senate office printer.
3. Campaign Finance. Candidates are prohibited from utilizing outside funding or resources to participate in the Student Senate Election. A candidate who is found in violation of this regulation, will be

immediately disqualified and barred from further participation in the election where this violation occurred.

a. An exception shall be made to allow free printing services in KU Student Housing Facilities to be utilized if it is more accessible for a student to do so.

Article VI. Selection of the Graduate Student Body President.

Section 1. Process. The Graduate Student Body President shall be appointed by a simple majority vote from the Graduate Student Advisory Board and current Student Senate graduate senators (Joint Selection Committee) will select and appoint this position from applicants, with the consent of two-thirds (2/3) of the Student ‘s Assembly.

1. A simple majority vote from the Graduate Student Advisory Board and current Student Senate graduate senators will select and appoint this position from applicants.
2. Preference of this position will be given to graduate students who have been actively involved in the Student Senate, as measured by participation in committees, service as graduate senator, or other forms of advocacy within Student Senate.
3. Any student admitted through the Office of Graduate Studies at the University of Kansas is eligible to apply for this position and preference will be given to students who have attended the University of Kansas for at least two (2) semesters.
4. Selection of the Graduate Student Body Vice President shall be made prior to the joint Student Senate meeting so the candidate can acclimatize alongside other Student Senate Executives.

Article VII. General Campaigning Regulations. These are regulations that shall be applicable to both the First Year Fall Elections and the general Student Senate Spring Elections.

Section 1. Movable Campaign Material(s).

1. Election campaign materials cannot be distributed in private properties without the verifiable consent of the private property owner.
2. Food and drink must not be used to support or oppose an election campaign.
3. Other than proper chalking, candidates must remove all physical on-campus campaign materials by the end of the Election Week.

Section 2. Digital Campaigning.

1. Candidates can use websites and social media accounts for campaigning.
2. The Senate website, the Senate email accounts, and the Senate social media accounts cannot be used to support or oppose the election of any candidate.
3. A student must provide verifiable consent before being sent campaign emails by a candidate.

Section 3. Encouraging Potential Voters to Participate In Student Senate Elections.

1. Candidates are allowed to approach voters and show them how to vote in Student Senate Elections. During these conversations they are allowed to campaign as well.
    a. If voters have advanced to making candidate selections on the official election ballot, candidates are not allowed to speak to voters. This rule is meant to prevent voter intimidation, an unfair election, and the paramount democratic value of the secret ballot in Student Senate Elections. Candidates who speak to voters, under the aforementioned conditions, will be immediately disqualified and barred from further participation in the election where this violation occurred.

Section 4. Campaign Tabling. Candidates can table outside any building on the KU Campus.

Section 5. Campaign Chalking. All election campaign chalking must be located on a horizontal surface exposed to the weather. Chalking must be done with water-soluble sidewalk chalk. Candidates must not alter the chalking of other candidates.

Section 6. Election Ballot and Process.

1. Election Ballots must be in an electronic form and shall use Rock Chalk Central as the voting platform.
2. The election ballot must include the names of registered candidates, as requested on their Declaration of Candidacy Forms, unless the requested names are vulgar or obscene.
3. The order of candidates' names on the election ballot must be randomized.
4. The official election ballot must be publicly reviewable by 5:00p.m. on the Friday before the election week. Each candidate must verify the accuracy of the ballots no later than 5:00p.m. on the Sunday before the election week.
5. Only the Student Elections Commission and authorized technical assistance personnel can have access to electronic election data before the publication of unofficial election results and before the certification of official election results.

Section 7. Violation Process.

1. Any student can submit a complaint alleging a violation of the Election Code to the Student Elections Commission.
2. Any candidate found responsible for violating the Election Code for a total of three times during the course of an election should be disqualified unless, in the discretion of the Student Elections Commission, another disciplinary action is deemed more reasonable.

3. Any disqualified candidate's name must not appear on the official election ballot.
4. Any disqualified candidate cannot serve as a member of the Student Senate, the Student Executive Council, the Constitutional Court, or the Student Elections Commission for the following two (2) academic years.

Section 8. Vote Recount and Runoff Elections.

1. Candidates can request a recount of election votes after the publication of the unofficial results before 5:00 p.m. on the Monday after election week.
2. Before the official election results can be certified, but after the publication of the unofficial election results, the Student Elections Commission must determine that no form of unfair election manipulation interfered with the results of the election.
3. If the Student Elections Commission determines that unfair election manipulation interfered with an election result, then the Student Elections Commission must declare the results of any affected division election invalid. If a candidate is found responsible for unfair election manipulation by the Student Elections Commission, then that candidate must be disqualified and removed from the runoff election ballot.
4. If the Student Elections Commission declares that the results of an election are invalid, then a runoff election for the affected divisions must be held the week following the regularly scheduled election week.
5. When a tied-vote happens, the tie must be resolved through a runoff election held the week following the regularly scheduled election week. Only the candidates with the tied vote can appear on the runoff election ballot.

Article VIII. Student Coalitions

Section 1. Right to Organize. All students who participate in Student Senate shall have the right to create, organize into, and/or join existing Student Coalitions throughout the academic year.

Section 2. Student Coalition Regulations. Any Student Coalition that would like to be recognised by the Student Elections Commission and listed on the Official Election Ballot must fulfill the the following requirements:

1. The Student Coalition must send a list of all affiliated candidates to the Student Elections Commission by 5:00pm on the Monday before the Election Week. Registered Candidates that consent to being placed on a Student Coalition Affiliation List shall have the Student Coalition placed next to their name on the Official Election Ballot.
2. The name of the Student Coalition shall not be obscene, illegal, or hate speech as defined by the Code of Student Rights & Responsibilities and University of Kansas policy.

Section 3. Right to Affiliate. Members of the KU Student Senate have the right to affiliate with any Student Coalition and may change their association at any time.

1. Members of the KU Student Senate have the right to have their Student Coalition affiliation listed next to their name on any Student Senate website, form, or document.
2. If a Senator would like to update their affiliation, at any point, they shall inform the Internal Affairs Director via e-mail.

TITLE SEVEN // STUDENT REPRESENTATION IN SHARED GOVERNANCE

Article I. Representation in University of Kansas Boards & Committees.

Section 1. Appointments of the Student Body President.

1. Chancellor's Awards Committee
2. Parking Commission
3. University Events Committee
4. Tuition Advisory Board (10)
5. Memorial Corporation Board (5), at least one (1) of which must be a member of the Social Justice Council
6. Student Retention Advisory Board
7. Educational Opportunity Fund Board (3-6). At least one (1) must either be the Director of Social Justice or an appointee of their choice.
8. Seven (7) to the Transit Commission (1 representative from Daisy Hill and Able Hawks, the Student Senate Treasurer, and four additional students)
9. One (1) Friends of the Lied Center Board of Directors representative
10. Four (4) to the KU Retail Dining Concepts Advisory Committee
11. One (1) to the University Daily Kansan Board, which shall be the Vice President unless they choose not to or are unable to serve.
12. Women's Leadership Board (3).
13. Any other board, committee or task force created by the university administration, University Governance or Student Senate that mandates appointments by the Student Body President.

Section 2. Elected Appointments of Rights & Affairs Council.

1. University of Kansas Athletic Corporation Board (1)
2. Friends of the Lied Series Executive Committee (1)
3. Friends of the Lied Series Board (2 representatives, serving two year overlapping terms) 4. Memorial Corporation Board (1, which must be the Rights & Affairs Chair)

Article II. Representation in University Senate.

Section 1. Appointments of the Student Body Vice President. The Student Body Vice President shall appoint all undergraduate representatives to the University Senate Boards & Committees.

1. University Judicial Board
2. University Senate Calendar Committee
3. University Senate International Affairs Committee
4. The Revolving Green Loan Fund
5. University Senate Libraries Committee
6. University Senate Academic Computing and Telecommunications Committee

Section 2. Appointments of the Graduate Student Body President. The Graduate Student Body President shall appoint all graduate representatives to the University Senate Boards & Committees.

1. University Judicial Board
2. University Senate Calendar Committee
3. University Senate International Affairs Committee
4. The Revolving Green Loan Fund
5. University Senate Libraries Committee
6. University Senate Academic Computing and Telecommunications Committee

Section 3. Elected Appointments of the Student's Assembly.

1. There are thirteen student members on the University Senate. At its regular joint meeting of the newly elected and outgoing Student Senates, the outgoing Student's Assembly 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.

2. At the Joint Student Senate meeting, the incoming undergraduate student members of the Student's Assembly shall nominate and elect six (6) undergraduate student members of the University Senate, and the graduate student members shall nominate and elect three graduate student members of the University Senate, one shall be the Graduate Student Body Vice President. The graduate student membership bloc of the Student's Assembly 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. From amongst the newly elected delegation to the University Senate, two undergraduate representatives to the University Senate Executive Committee (SenEx), shall be elected and the Graduate Student Body President shall hold the sole graduate student seat on SenEx.

TITLE EIGHT // STUDENT REFERENDUMS & CAMPUS INITIATIVES ARTICLE

Article I. STUDENT BODY PREROGATIVE.

A. All enactments, bills, petitions, and resolutions may be subject to the vote of the student body.
B. The Student Elections Commission shall have the responsibility to administer any referendum or initiative.

Article II. PETITIONS FOR INITIATIVE.

A. An initiative petition must contain the signature and student ID number of each student signing the petition.

B. No initiative may be sought by petition to deny or revoke Student Senate funding for any officially recognized student organization or group of student organizations through proposed legislation.

C. The petition must contain the exact wording of the legislation in question, as it is to appear on the ballot. a. Before collecting signatures, students are encouraged to visit the Student Senate office for assistance in properly drafting the proposed legislation.

D. The petition must contain the signatures of at least six percent (6%) of the total number of students at the Lawrence campus according to the 20th day headcount of the fall semester in that academic year.

a. The Chair of the Student Elections Commission shall announce the exact number of signatures needed within forty-eight (48) hours of requests.

b. The Chair of the Student Elections Commission shall determine said number in consultation with the Student Senate Chief of Staff and the University Registrar.

E. The petition shall be directly turned in to the Student Senate Chief of Staff who shall immediately transmit a copy of the petition to the Student Elections Commission.

F. The Student Senate Chief of Staff shall properly codify the proposed legislation and inform the Student Senate of said action within seven (7) days of receipt of the petition.

G. The Student Elections Commission shall determine the validity of the students' signatures on the petition and inform the Student Senate of said determination within fourteen (14) days of the receipt of the petition. H. If the petition is determined to contain the required number of valid signatures, the proposed legislation shall be immediately referred to the appropriate Student Councils.

I. The Student Councils, Student Senate, and the Student Body President may approve the legislation, without amendments. This action is understood to take the place of a student referendum and is not subject to revision at any time, in any action, during the next six months.

J. The Student's Assembly may vote to directly send the proposed legislation to a referendum in either a Student Senate or a special election.
K. If the legislation fails, is not approved during the first or second legislative cycle within which it was introduced, or a Student Senate election is scheduled to be held within six (6) weeks, the legislation shall be automatically placed upon a referendum ballot during said Student Senate election.
L. The Student's Assembly may, by a two-thirds (2/3) vote, place any piece of legislation, including student generated initiatives, upon a referendum ballot.
M. If a Student Senate election is not scheduled within six (6) weeks, the Student's Assembly may, by a twothirds (2/3) vote, order the Student's Assembly to hold a special election within six (6) weeks to vote on the referendum ballot.
N. If the Student's Assembly does not order a special election or a Student Senate election is scheduled within six (6) weeks, but prior to the scheduled day of ballot printing, the legislation shall be placed upon a referendum ballot in the Student Senate election.

Article III. PROCEDURES FOR REFERENDUM.

A. The normal procedure followed during a regular student senate election shall be in effect during a referendum.
B. Ten percent (10%) of the eligible student body must vote in the referendum election for the results to have any effect.
C. The Student Elections Commission shall tabulate the results.
D. If the proposed legislation receives over 50% of the vote, it shall be treated as a regular enactment of the Student Senate but shall not be subject to the veto of the Student Body President or to revision by the Student Senate at any time, in any action, during the next 12 months.

E. If the proposed legislation receives less than fifty-percent (50%) of vote it shall be treated as a regular defeated motion.
F. If the proposed legislation receives less than ten-percent (10%) of the eligible student body votes, it shall be treated as a tabled motion only to be returned to referendum in the next regularly scheduled Student Senate election.

TITLE NINE // THE ARCHIVAL OF RECORDS & DOCUMENTS

Article I. Scope of Records.

A. All records and documents shall be preserved as historical records for future reference.
B. The Student Senate Chief of Staff shall be responsible for the proper archival of Student Senate records and documents at the conclusion of each Student Senate term at the end of April/beginning of May.
C. All records and documents of the University of Kansas Student Senate shall be archived, by the Chief of Staff, in the University of Kansas Archives at the Spencer Research Museum.
D. The records and documents that shall be archived by the Student Senate Chief of Staff shall include, but shall not be limited to, the following:
    a. All agendas, minutes, attendance, and reports from any meetings, whether regularly scheduled or specially scheduled, of the Student Councils of the Student Senate, the Student Diversity, Equity, and Inclusion Fund, the Student Executive Council, and the Student's Assembly.
    b. All reports filed by the Boards, Committees, and Presidential Commissions of the Student Senate.
    c. All official legislation and the corresponding legislative action reports.
    d. The voting records from all Full Student Senate meetings.
    e. All contracts and agreements any member of the Student Senate has signed on the authority of their Student Senate position(s).

f. A final, year-end report from each member of the President's Cabinet of the Student Senate. g. In coordination with the Student Elections Commission, all documents, decisions, election results, and collected campaign materials.

h. All Student Senate outreach materials (Example: brochures).

i. A complete roster of KU Student Senate members from the year, which shall include all appointments to Student Senate, University Senate, and University of Kansas boards and committees.

j. All official Student Senate press releases.

k. The official Student Senate photograph.

l. Official copies of each printed edition of Student Senate Rules and Regulations and the yearly budget book report.

m. All applications and documentation from the Fee Review, Block Allocation, and Line-Item hearings.

n. Documentation regarding the revision(s) or proposed revision(s) of the Student Code of Rights and Responsibilities.

o. All briefs filed with and decisions handed down by the Constitutional Court of the Student Senate.

p. Any reports compiled by Student Senate task forces.

q. All records regarding office hour responsibility fulfillment.

r. All forms and applications.

Article II. Digital Records.

A. After an officer vacates their position in the President's Cabinet at the conclusion of their term, their files on the Student Senate shared folder drive shall be locked and made to be read-only for all following students that fill the position.

B. Emails from official Student Senate email accounts shall not be retained.

C. A digital record of all legislation from the term must be preserved on the Student Senate shared folder drive.

D. All forms and applications shall be retained in digital, revisable format on the Student Senate shared folder drive.

TITLE TEN // STUDENT FEES & OBLIGATIONS OF THE KU STUDENT SENATE

Article I. Student Fees. This Budget Code approves and authorizes the student campus fees listed under Title Ten for Fiscal Year 2023 (FY23), the Bus Procurement and SafeRide/SafeBus fee for Fiscal Year 2023 (FY23), and the Student Union Building Fee for Fiscal Year 2023 (FY23).

Section 1. Authority. The function and execution of the responsibilities of the Campus Fee Review Committee shall be entrusted to the Chair of the Finance Council.

Section 2. Membership. This Committee shall consist of,

a. Finance Council Chair. Chair of the Fee Review Committee. Ex-officio, only votes to break a tie.
b. Four (4) elected members of the Finance Council, voting
c. Two (2) elected members of the Social Justice Council, voting.
d. Two (2) elected members of the Student Rights Council, voting.
e. Two Graduate Students nominated by the Graduate Student Body President and confirmed by a ⅔ vote of the Students Assembly, voting.
h. The Student Body President. Ex officio, non-voting.
i. The Graduate Student Body President. Ex officio, voting.
j. The Student Body Vice-President. Ex officio, non-voting.
k. The Student Senate Chief of Staff. Ex officio, non-voting.
l. The Student Senate Treasurer. Ex officio, non-voting.
m. The Student Senate Fund Development Director. Ex officio, voting.

Section 3. Function. The Campus Fee Review Committee shall review and perform a needs assessment on all student fees annually. After completing this process, the Committee may recommend the increase or decrease of a fee with the following stipulations:

a. The committee shall make recommendations for the upcoming fiscal year with the exception of the Campus Transportation Bus Procurement fee, where the committee shall make a recommendation for two fiscal years in advance which cannot be amended by the following year's Fee Review Committee.

b. The final recommendation must be approved by a two-thirds (2/3) vote of the committee. The Chair of the Fee Review Committee shall provide trustees written notification of the Fee Review's decisions at least 48 hours prior to the recommendations being considered by the Finance Council.

c. Prior to the consideration of the Student Senate Activity fee, the Student Senate Treasurer shall update the Fee Review Committee on the financial status of the reserve, both in terms of real dollars and in fee dollar equivalents.

d. Grounds for recommended reduction or repeal of the fee shall be:

i. Non-compliance with the Budget Code (Title Five).

ii. Funds not being used for the sole purpose of supporting student services.

iii. Expenditure of funds that the Committee deems as an inefficient means of supporting student services.

iv. The financial cost of the service to students is greater than the mean benefit of the service accrued by students.

v. Change in the situation that reduces the need of Campus Fees.

Section 4. Meetings and Hearings Schedule. The Committee shall meet the following deadlines:

a. Collect pertinent financial information and schedule the hearing dates no later than November 15th.
b. Complete hearings and submit a bill for consideration by the Finance Council prior to February 15th.

Section 5. Submission by the Finance Council. The Finance Council, upon a two-thirds (2/3) vote of the members present and voting, shall in the council meeting immediately following the Fee Review hearings, based on the recommendations from the Campus Fee Review Committee, submit a recommendation of the Comprehensive Required Campus Fee to the Student's Assembly. Prior to the consideration of the Student Senate Activity Fee, the Student Senate Treasurer shall update the Finance Council on the financial status of the reserve,both in terms of real dollars and in fee dollar equivalents.

Section 6. Approval by Student's Assembly. The Student's Assembly, upon a two-thirds (2/3) vote of the members present and voting, shall either approve the Comprehensive Required Campus Fee, or shall send the bill with recommendations back to the Campus Fee Review Committee for amendment and resubmission to the Student's Assembly. Final approval must occur at, or before, the last regularly scheduled meeting of the Student Senate of the Spring Semester. If the bill has not been approved by the Student's Assembly before the last regularly scheduled meeting of the Spring Semester, the Campus Fee Review Committee shall have the power to schedule a special session to amend the bill and pass its final version without approval from the Finance Council and/or Students Assembly. Informal votes shall be taken for objections that are considered binding for a final vote.

Article II. Student Organization Fee

A. Purpose. In an effort to provide a more diverse and enriching experience to our students on campus: We, the University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer a Student Senate Activity Fee.

B. Provision. Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Student Senate Activity Fee that is applicable as follows:

a. Fall and Spring Semester Fee: Every student enrolled in more than six (6) credit hours per semester shall pay a twenty-four dollar and twenty cent ($24.20) Student Senate Activity Fee, with ten cents ($.10) going to the Campus Safety board and ten cents ($.10) going to the Student Environmental Advisory Board. Every student enrolled in six (6) or fewer credit hours per semester shall pay a Student Senate Activity Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

b. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a twelve dollar and ten cent ($12.10) Student Senate Activity Fee, with five cents ($.05) going to the Campus Safety Board and five cents ($.05) going to the Student Environmental Advisory Board. Every student enrolled in fewer than five (5) semester credit hours shall pay a Student Senate Activity Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

C. Trustee. In order to fulfill the purpose of the Student Senate Activity Fee: We, the University of Kansas Student Senate, hereby appoint the Student Senate Treasurer as trustee of the Student Senate Activity Fee.

Article III. Student Union Fee

A. Purpose: In an effort to continue the operation of the University of Kansas Memorial Corporation in their service to the Student Body: We, the University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer a Student Union Fee.

B. Provision: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Student Union Fee. The Fee shall be applied as follows:

C. Fall and Spring Semester Fee:Every student enrolled in more than six (6) credit hours per semester shall pay a fifty-one dollar and eighty cent ($51.80) Student Union Building Operations Fee and an eighteen dollar and seventy cent ($18.70) Burge Union Fee, and a three dollar and twenty-five cent ($3.25) Student Engagement Center fee. Every student enrolled in six (6) or fewer credit hours per semester shall pay a Student Union Building Operations Fee and Burge Union Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

D. The Student Union Building Operations Fee in the above clause shall be amended to fifty-seven dollars and twenty cents ($57.20) for Fiscal Year 2021, and to sixty-two dollars and fifty cents ($62.50) for Fiscal Year 2022.

E. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a twenty five dollar and ninety cent ($25.90) Student Union Building Operations Fee, a nine dollar and thirty– five cent ($9.35) Burge Union Fee, and a one dollar and sixty-five cent ($1.65) Student Engagement Center Fee. Every student enrolled in fewer than five (5) semester credit hours shall pay a Student Union Building Operations Fee and Burge Union Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule. The Student Union Building Operations Fee in the above clause shall be amended to twenty-eight dollars and sixty cents ($28.60) for Fiscal Year 2021 and to thirty-one dollars and twenty-five cents ($31.25) for Fiscal Year 2022.

F. Trustee: In order to fulfill the purpose of the Student Union Fee: We, the University of Kansas Student Senate, hereby appoint the University of Kansas Memorial Corporation Board as trustee of the Student Union Fee.

G. Stipulations:

a. The "Burge Union Fee" revenue collected in Fiscal Years 2017 and 2018 shall be used for Furniture, Fixtures, and Equipment (FF&E) in the Burge Union and the revenue from the Burge Union Fee collected in Fiscal Years 2019 through 2048 shall be used for the Burge Union lease payment.

b. The "Burge Union Fee" shall sunset and be terminated at the close of Fiscal Year 2048. The "Burge Union Fee" shall not be extended beyond Fiscal Year 2048 and shall not be increased to an amount more than eighteen dollars and seventy cents ($18.70) at any time from Fiscal Year 2017 through Fiscal Year 2048. The "Student Union Building Operations Fee" shall not be increased, nor shall any additional student fees be instituted, to raise additional revenue to meet the Burge Union lease obligation. The Senate's sole contribution for the Burge Union during the Fiscal Year 2017 through Fiscal Year 2048 period shall be the eighteen dollar and seventy cent ($18.70) "Burge Union Fee".

c. Students shall make up fifty percent (50%) of voting members of any committees and boards pertaining to the operation and governance of the Kansas and Burge Unions, including, but not limited to Memorial Corporation Board and its committees.

d. The Fee Review Committee reserves the right to: (1) ensure the Union makes an equitable contribution annually to the lease payment, and (2) to save any "Burge Union Fee" revenue in excess of the annual lease cost to end the "Burge Union Fee" early if the excess revenue that has been saved will cover the remainder of the lease obligation, or to use in years the "Burge Union Fee" revenue and Union revenue do not meet the year's lease obligations.

e. All major decisions affecting the role, function and purpose of the Burge Union are reviewable at the request of the Fee Review Committee and the Student Senate legislative body.

f. In accordance with Student Senate Rules and Regulations Appendix A, a copy of the signed Memorandum of Understanding between the Student Senate, Memorial Unions, and University of Kansas regarding the "Burge Union Fee" shall be provided in Student Senate Rules and Regulations Appendix C.

g. The fee increases for Fiscal Years 2019-2022 to the Student Union Building Operations fee are to be used to address deferred maintenance, building infrastructure improvements, and code compliance measures for the Kansas Union for at least the duration of Fiscal Years 2019-2022.

h. For Fiscal Years 2019-2022 the Memorial Unions will return to the Fee Review Subcommittee each year to provide updates on the status of deferred maintenance and infrastructure improvement projects.

Article IV. Student Health Fee

A. Purpose: Whereas continuation of services provided by a Student Health Center is necessary for the health, safety, and welfare of the Student Body: We, the University of Kansas Student Senate, hereby approve and authorize the office of the Comptroller to collect and administer a Student Health Fee.

B. Provision: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Student Health Fee that is applicable as follows:

C. Fall and Spring Semester Fee:Every student enrolled in more than six (6) credit hours per semester shall pay a one–hundred and thirty-one dollar and ninety-five cent ($131.95) Operations Fee, a three dollar and fifty cent ($3.50) Facilities, Maintenance, and Equipment Fee, a one dollar and sixty cent ($1.60) Bert Nash Fee, and thirty dollar ($30.00) Counseling and Psychological Services Fee. Every student enrolled in six (6) or fewer credit

hours per semester shall pay an Operations Fee; a Facility, Maintenance, Equipment Fee; Bert Nash Fee; and Counseling and Psychological Services Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a seventy-six dollar and fifty-five cent (76.55) Operations Fee; a two dollars and five cent ($2.05) Facilities, Maintenance, and Equipment Fee; an eighty cent ($0.80) Bert Nash Fee; and a seventeen dollar and forty cent ($17.40) Counseling and Psychological Services Fee. Every student enrolled in fewer than five (5) semester credit hours shall pay an Operations Fee and a Facilities, Maintenance, and Equipment Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the Student Health Fee: We, the University of Kansas Student Senate, appoint the Student Health Advisory Board as trustee of the Student Health Fee. Additionally, the University of Kansas Student Senate appoints the Mental Health Services Adivisory Board as the trustee of the Counseling and Psychological Services Fee and the Bert Nash Fee.

F. Stipulations:

a. Counseling and Psychological Services shall ensure the provision of after hours mental health services via a 24-hour phone line.

b. The Student Health Advisory Board shall ensure the provision of free and confidential HIV testing.

c. The Student Health Advisory Board shall ensure the expansion of free and confidential HIV testing, the expansion of the PReP program, examine the opening/expansion of services related to transgender therapy, and examine options related to the opening of dental services, sports medicine for non-athletes, and eastern medicine services.

d. The Student Health Advisory Board shall ensure the prioritization of the hiring of a licensed clinical social worker to help alleviate the workload of the psychiatric nurse practitioner.

e. Bert Nash shall provide more signage/information as to the service benefits that KU Students are entitled to at the front desk.

Article V. Hilltop Child Development Fee

A. Purpose: In order to provide an affordable child care option for University of Kansas Students: We, the University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer a Hilltop Child Development Fee.

B. Provision: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Hilltop Child Development Fee. The fee shall be applied as follows:

C. Fall and Spring Semester Fee: Every student enrolled in more than six (6) credit hours per semester shall pay a fifty cent ($0.50) Facilities & Maintenance Fee, a one dollar and fifty cent ($1.50) Child Care Scholarships Fee, and a one dollar and twenty cent ($1.20) Student Wages Fee. Every student enrolled in six (6) for fewer credit hours per semester shall pay a Hilltop Child Development Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay Twenty– five cent ($0.25) Facilities & Maintenance Fee, a seventy–five cent ($0.75) Child Care Scholarships Fee, and a sixty cent ($0.60) Student Wages Fee; every student enrolled in fewer than five (5) semester credit hours shall pay a Hilltop Child Development Fee, for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

E. Trustee. In order to fulfill the purpose of the Hilltop Child Development Fee: We, the University of Kansas Student Senate, hereby appoint the Hilltop

Childcare Board as trustee, in consultation with the University Director of Administration, as trustee of the Hilltop Child Development Fee.

F. Stipulations:

a. The Child Care Scholarships Fee revenue may only be used to subsidize child care costs for the care of children of University of Kansas students.

Article VI. Athletic Sports Fee

A. Purpose: Whereas provision for student workers that support KU athletes is currently important to the Student Body: We, the University of Kansas Student Senate hereby approve and authorize the Office of the Comptroller to collect and administer an Athletics Sports Fee.

B. Provision: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay an Athletics Sports Fee that is applicable as follows:

C. Fall and Spring Semester Fee: Every student enrolled in more than six (6) credit hours per semester shall pay a zero dollar ($0.00) Athletics Sports Fee. Every student enrolled in six (6) or fewer credit hours per semester shall pay an Athletics Sports Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled five (5) or more semester credit hours shall pay a zero dollar ($0.00) Athletics Sports Fee. Every student enrolled in fewer than five (5) semester credit hours shall pay an Athletics Sports Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the Athletics Sports Fee and ensure the student body's best interests are served: We, the University of Kansas Student Senate, hereby appoint the Student Recreation Advisory Board as trustees of the Athletics Sports Fee.

Article VII. Student Recreation Fee

A. Purpose: Whereas continuation of funding for improvement and development of recreational facilities and grounds, for sports clubs, and for recreational opportunity among members of the Student Body is important to the Student Body: We, the
B. University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer a Student Recreation Fee.
C. Provision: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Student Recreation Fee that is applicable as follows:
D. Fall and Spring Semester Fee: Every student enrolled in more than six (6) credit hours per semester shall pay a fifty-three dollar ($53.00) Student Recreation Operations Fee, a four dollar ($4.00) Sports Clubs Fee, a three dollar and twenty-five cent ($3.25) Facilities & Maintenance Fee, and a twelve dollar ($12.00) fee for the Recreation Center Phase 2 Expansion Bond payments. Every student enrolled six (6) or fewer credit hours per semester shall pay a Student Recreation Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.
E. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a twenty six dollar and fifty cent ($26.50) Student Recreation Operations Fee, a two dollar ($2.00) Sports Clubs Fee, a one dollar and sixty five cent ($1.65) Facilities & Maintenance Fee, and a six dollar ($6.00) fee for the Recreation Center Phase 2 Expansion Bond payments. Every student enrolled in fewer than five (5) semester credit hours shall pay a Student Recreation Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

F. Trustee: In order to fulfill the purpose of the Student Recreation Fee: We, the University of Kansas Student Senate, hereby appoint the Student Recreation Advisory Board as trustee of the Student Recreation Fee.

Article VIII. KJHK Fee

A. Purpose: Whereas continuation of funding for KJHK, limited of influence from student government, is important to the Student Body: We, the University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer a Student Media KJHK Fee.

B. Provision: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a KJHK Fee that is applicable as follows:

C. Fall and Spring Semester Fee: Every student enrolled in more than six (6) credit hours per semester shall pay a four dollar and fifteen cent ($4.15) KJHK Fee. Every student enrolled in six (6) or fewer credit hours per semester shall pay a KJHK Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a two dollar and ten cent ($2.10) KJHK Fee. Every student enrolled in fewer than five (5) semester credit hours shall pay a KJHK Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the KJHK Fee: We, the University of Kansas Student Senate, hereby appoint the Memorial Corporation Board as trustee of the KJHK Fee.

Article IX. Campus Safety Fee

A. Purpose: Whereas a safe university environment is a priority to the student body of the University of Kansas: We, the University of Kansas Student Senate, hereby approve and authorize the office of the Comptroller to collect and administer a Campus Safety Fee.
B. Provisions: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Campus Safety Fee as directed.
C. Fall and Spring Semester Fee: Every student enrolled in six (6) or more credit hours per semester shall pay a zero cent ($0.00) Campus Safety Fee. Every student enrolled in less than six (6) credit hours per semester shall pay a Campus Safety Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.
D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a zero cent ($0.00) Campus Safety Fee. Every student enrolled in fewer than five (5) semester credit hours shall pay a Campus Safety Fee for each hour in which the student is enrolled, the amount as published in the official Comprehensive Fee Schedule.
E. Trustee: In order to fulfill the purpose of the Campus Safety Fee: We, the University of Kansas Student Senate, hereby appoint the Student Safety Advisory Board as trustee of the Campus Safety Fee.

Article X. Educational Opportunity Fee

A. Purpose: Whereas student contribution in funding educational opportunities at the University is desirable: We, the University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer an Education Opportunity Fee.
B. Provision: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay an Education Opportunity Fee that is applicable as follows:

C. Fall and Spring Semester Fee: Every student enrolled in more than six (6) credit hours per semester shall pay a seven dollar and sixty-five cent ($7.65) Educational Opportunity Fee. Every student enrolled in six (6) or fewer credit hours per semester shall pay an Educational Opportunity Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.
D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a three dollar and eighty-five cent ($3.85) Education Opportunity Fee. Every student enrolled in fewer than five (5) semester credit hours shall pay an Educational Opportunity Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.
E. Trustee: In order to fulfill the purpose of the Educational Opportunity Fee: We, the University of Kansas Student Senate, hereby appoint the Educational Opportunity Fund Board as trustee of the Educational Opportunity Fee.
F. Stipulation: a. The ninety cent ($0.90) increase granted to the Educational Opportunity Fee in FY19 was solely intended to supply additional funds to the graduate travel fund.

Article XI. Campus Transportation Fee

A. Purpose: Whereas continuation of funding for campus transportation is important to the student body: We, the University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer a Campus Transportation Fee.
B. Provisions: Every student enrolled in any semester or summer session at the Lawrence Campus of the University of Kansas shall pay a Campus Transportation Fee that is applicable as follows:
C. Fall and Spring Semester: During Fiscal Year 2020, every student enrolled in more than six (6) credit hours per semester shall pay a twenty-seven dollar

and fifty cent ($27.50) Bus Procurement fee, and an eight dollar and thirty-five cent ($8.35) SafeRide/SafeBus fee. Every student enrolled in six (6) or fewer credit hours per semester shall pay a Campus Transportation Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule. During Fiscal Year 2021, every student enrolled in more than six (6) credit hours per semester shall pay a twenty-seven dollar and fifty cent ($27.50) Bus Procurement fee, and an eight dollar and thirty-five cent ($8.35) SafeRide fee. Every student enrolled in six (6) or fewer credit hours per semester shall pay a Campus Transportation Fee for each hour

D. Summer Semester: During Fiscal Year 2020, every student enrolled in more than five (5) credit hours per semester shall pay a thirteen dollar and seventy- five cent ($13.75) Bus Procurement fee, and a four dollar and twenty cent ($4.20) SafeRide/SafeBus fee. Every student enrolled in five (5) or fewer credit hours per semester shall pay a Campus Transportation Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule. During Fiscal Year 2021, every student enrolled in more than five (5) credit hours per semester shall pay a thirteen dollar and seventy-five cent ($13.75) Bus Procurement Fee, and a four dollar and twenty cent ($4.20) SafeRide fee. Every student enrolled in five (5) or fewer credit hours per semester shall pay a Campus Transportation Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the Campus Transportation Fee: We, the University of Kansas Student Senate, hereby appoint the Transit Commission as trustee of the Campus Transportation Fee.

Article XII. Campus Environmental Improvement Fee

A. Purpose: Whereas the implementation of environmentally sound practices and improvements on campus are important to the Student Body: We, the

University of Kansas Student Senate hereby approve and authorize the Office of the Comptroller to collect and administer a Campus Environmental Improvement Fee.

B. Provisions: Every student enrolled in any semester at the Lawrence campus of the University of Kansas shall pay a Campus Environmental Improvement Fee that is applicable as follows:

C. Fall and Spring Semester: Every student enrolled in more than six (6) credit hours per semester shall pay a five dollar and sixty cent ($5.60) Recycling Fee and a zero dollar ($0.00) Renewable Energy and Sustainability Fee. Every student enrolled in six (6) or fewer credit hours per semester shall pay a Campus Environmental Improvement Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

D. Summer Semester: Every student enrolled in more than five (5) semester hours shall pay two dollar and eighty cent ($2.80) Recycling Fee and a zero dollar ($0.00) Renewable Energy and Sustainability Fee. Every student enrolled in five (5) or fewer credit hours per semester shall pay a Campus Environmental Improvement Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the Campus Environmental Improvement Fee: We, the University of Kansas Student Senate; hereby appoint the Student Environmental Advisory Board as trustee of the Campus Environmental, Improvement Fee, KU Recycling

F. Stipulations: The Recycling fee shall be bound by the following stipulation, funds shall only be spent by KU Recycling.

G. Renewable Energy and Sustainability Stipulations: The Renewable Energy and Sustainability Fee shall be bound by the following restrictions:

- Funds shall not be spent by any entity without the express consent of the Student Environmental Advisory Board.

- The Student Environmental Advisory Board shall standardize its fund allocation process and codify this standardized process into the Student Senate Rules and Regulations.
- Funds shall be used for capital improvements and behavioral initiatives that:
  1. Reduce campus dependency on non-renewable energy resources.
  2. Reduce campus pollution and/or waste.
  3. Improve campus conservation.
- The Student Environmental Advisory Board shall seek matching funds from the University Administration for all capital improvement projects.
- Funds shall not be used for any operating costs associated with capital improvements by the Board.

Article XIII. Legal Services for Students Fee

A. Purpose: In order to provide affordable legal services to students: We, the University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer a Legal Services Fee.

B. Provision: Every student enrolled in any semester or summer session at the Lawrence Campus of the University of Kansas shall pay a Legal Services for Students Fee that is applicable as follows.

C. Fall and Spring Semester Fee: Every student enrolled in more than six (6) credit hours per semester shall pay a sixteen dollar (16.00) Legal

D. Services Fee: Every student enrolled in six (6) or fewer credit hours per semester shall pay a Legal Services Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

E. Summer Semester Fee: Every student enrolled in more than five (5) semester hours shall pay an ($8.00) Legal Services fee. Every student enrolled in five (5) or fewer credit hours per semester shall pay a Legal Services Fee for

each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

F. Trustee: In order to fulfill the purpose of the Legal Services for Students Fee: We, the University of Kansas Student Senate, hereby appoint the Legal Services for Students Advisory Board as trustee of the Legal Services Fee.

Article XIV. Newspaper Readership Fee

A. Purpose: Whereas access to campus, local, regional, and national newspapers is important to the enhancement of students' academic experiences and civic responsibility: We, the University of Kansas Student Senate hereby approve and authorize the Office of the Comptroller to collect and administer a Newspaper Readership Fee.

B. Provision: Every student enrolled in any semester at the Lawrence Campus of the University of Kansas shall pay a Newspaper Readership Fee that is applicable as follows.

C. Fall and Spring Semester Fee: Every student enrolled in more than six (6) credit hours per semester shall pay a zero dollar ($0.00) USA Today fee and a two dollar ($2.00) University Daily Kansan fee. Every student enrolled in six (6) or fewer credit hours per semester shall pay a Newspaper Readership Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled in more than five (5) semester hours shall pay a zero dollar ($0.00) USA Today fee and a one dollar ($1.00) University Daily Kansan fee. Every student enrolled in five (5) or fewer credit hours per semester shall pay a Newspaper Readership Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the Newspaper Readership Fee: We the University of Kansas Student Senate hereby appoint the Student News Media Advocate as trustee of the Newspaper Readership Fee.

Article XV. Office of Multicultural Affairs Fee

A. Purpose: Whereas student contributions are necessary and desirable in funding the construction, maintenance, operations and services of a new multicultural resource center, which will help to foster and enhance diversity and multicultural awareness on campus and is of great benefit to the student body: We, the University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer an Office of Multicultural Affairs Fee.

B. Provision: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay an Office of Multicultural Affairs Fee. The fee shall be applied as follows:

C. Fall and Spring Semester Fee: Every student enrolled in six (6) or more credit hours per semester shall pay a three dollar and forty-five cent ($3.45) Multicultural Resource Center Fee Operational Fee, and a fifty cent ($0.50) Long-Term Maintenance Fee. Every student enrolled in less than six (6) credit hours per semester shall pay an Office of Multicultural Affairs Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a one dollar and seventy-five cent ($1.75) Multicultural Resource Center Operational Fee and a twenty-five cent ($0.25) Long-Term Maintenance Fee. Every student enrolled in fewer than five (5) semester credit hours shall pay an Office of Multicultural Affairs Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the Office of Multicultural Affairs Fee: We, the University of Kansas Student Senate, hereby appoint the director of the Office of Multicultural Affairs, in consultation with the

University of Kansas Student Senate Multicultural Affairs (OMA) Advisory Board, as trustees of the Office of Multicultural Affairs Fee.

Article XVI. Student Union Activity Fee

A. Purpose: Whereas continuation of funding for student programming is important for the social, intellectual, and cultural growth of the student body: We, the University of Kansas Student Senate, hereby approve and authorize the Office of the Comptroller to collect and administer a Student Union Activities Fee.
B. Provision: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Student Union Activities Fee that is applicable as follows:
C. Fall and Spring Semester Fee: Every student enrolled in more than six (6) credit hours per semester shall pay a five dollar and twenty-five cent ($5.25) Student Union Activities Fee. Every student enrolled in six (6) or fewer credit hours a semester shall pay a Student Union Activities Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.
D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a two dollar and sixty-five cent ($2.65) Student Union Activities Fee. Every student enrolled in fewer than five (5) semester credit hours shall pay a Student Union Activities Fee for each hour in which they are enrolled, the amount as published in the Official Comprehensive Fee Schedule.
E. Trustee: In order to fulfill the purpose of the Student Union Activity Fee: We, the University of Kansas Student Senate, hereby appoint the University of Kansas Memorial Corporation Board as trustee of the Student Union Activities Fee. Stipulations:

- Students shall make up more than 50% of voting members of any committees and boards pertaining to operations of Student Union Activities.
- Student Union Activities shall explore possible revenue sources from event attendees who are not current students of the University.

Article XVII. Supportive Services Fee

A. Purpose: In order to ensure the provision of necessary health and safety support services not provided by University entities, we, the University of Kansas Student Senate, hereby approve and authorize the office of the Comptroller to collect and administer a Supportive Services Fee.

B. Provisions: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Supportive Services Fee as directed.

C. Fall and Spring Semester Fee: Every student enrolled in six (6) or more credit hours per semester shall pay a two dollar and sixty cent ($2.60) Supportive Services Fee. Every student enrolled in less than six (6) credit hours per semester shall pay a Supportive Services Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a one dollar and thirty cent ($1.30) Supportive Services Fee. Every student enrolled in fewer than five (5) semester credit hours shall pay a Supportive Services Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the Supportive Services Fee: We, the University of Kansas Student Senate, hereby appoint the Student Safety Advisory Board as trustee of the Supportive Services Fee.

Article XVIII. Student Involvement and Leadership Center Fee

A. Purpose: In order to ensure the provision of support for student organizations, non-traditional student services, and the Center for Sexuality and Gender Diversity: We, the University of Kansas Student Senate, hereby approve and authorize the office of the Comptroller to collect and administer a Student Involvement and Leadership Center Fee.

B. Provisions: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Student Involvement and Leadership Center Fee as directed.

C. Fall and Spring Semester Fee: Every student enrolled in six (6) or more credit hours per semester shall pay a four dollar and five cent ($4.05) Student Involvement and Leadership Center Fee. Every student enrolled in less than six (6) credit hours per semester shall pay a Student Involvement and Leadership Center Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a two dollar ($2.00) Student Involvement and Leadership Center Fee. Every student enrolled in less than five (5) credit hours per semester shall pay a Student Involvement and Leadership Center Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the Student Involvement and Leadership Center Fee: We, the University of Kansas Student Senate, hereby appoint the Student Involvement and Leadership Board, in consultation with the Student Senate Finance Council, as trustee of the Student Involvement and Leadership Center Fee. Stipulation:
   - Funds shall not be used to support Sorority and Fraternity Life.

Article XIX. Emily Taylor Center for Women and Gender Equity Fee

A. Purpose: In order to ensure the provision of support for education and programming for students regarding gender issues impacting students: We, the University of Kansas Student Senate, hereby approve and authorize the office of the Comptroller to collect and administer an Emily Taylor Center for Women and Gender Equity Fee.
B. Provisions: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay an Emily Taylor Center for Women and Gender Equity Fee as directed.
C. Fall and Spring Semester Fee: Every student enrolled in six (6) or more credit hours per semester shall pay a two dollar and ten cent ($2.10) Emily Taylor Center for Women and Gender Equity Fee. Every student enrolled in less than six (6) credit hours per semester shall pay an Emily Taylor Center for Women and Gender Equity Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.
D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a one dollar and five cent ($1.05) Emily Taylor Center for Women and Gender Equity Fee. Every student enrolled in less than five (5) credit hours per semester shall pay an Emily Taylor Center for Women and Gender Equity Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.
E. Trustee: In order to fulfill the purpose of the Emily Taylor Center for Women and Gender Equity Fee: We, the University of Kansas Student Senate, hereby appoint the Emily Taylor Center for Women and Gender Equity Advisory Board, in consultation with the Student Senate Social Justice Council, as trustee of the Emily Taylor Center for Women and Gender Equity Fee.

Article XX. Student Money Management Services for Students

A. Purpose: In order to provide critical personal finance education resources to students: We, the University of Kansas Student Senate, hereby approve and

authorize the office of the Comptroller to collect and administer a Student Money Management Services Fee.

B. Provisions: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay a Student Money Management Services Fee as directed.

C. Fall and Spring Semester Fee: Every student enrolled in six (6) or more credit hours per semester shall pay a three dollar and thirty cent ($3.30) Student Money Management Services Fee. Every student enrolled in less than six (6) credit hours per semester shall pay a Student Money Management Services Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a one dollar and sixty five cent ($1.65) Student Money Management Services Fee. Every student enrolled in less than five (5) credit hours per semester shall pay a Student Money Management Services Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.

E. Trustee: In order to fulfill the purpose of the Student Money Management Services Fee: We, the University of Kansas Student Senate, hereby appoint the Director of Student Money Management Services, in consultation with the Student Senate Finance Council, as trustee of the Student Money Management Services Fee.

Article XXI. Student Diversity, Equity, and Inclusion Fund Fee

A. Purpose: In order to ensure the provision of support for education and programming for multicultural events: We, the University of Kansas Student Senate, hereby approve and authorize the office of the Comptroller to collect and administer a Student Diversity, Equity, and Inclusion Fund Fee.

B. Provisions: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay the Student Diversity, Equity, and Inclusion Fund fee as directed.

C. Fall and Spring Semester Fee: Every student enrolled in six (6) or more credit hours per semester shall pay a one dollar and fifteen cent ($1.15) Student Diversity, Equity, and Inclusion Fund fee. Every student enrolled in less than six (6) credit hours per semester shall pay Student Diversity, Equity, and Inclusion Fund Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.

D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a sixty cent ($0.60) Student Diversity, Equity, and Inclusion Fund fee. Every student enrolled in less than five (5) credit hours per semester shall pay a Student Diversity, Equity, and Inclusion Fund fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.Stipulations:

- As defined by the Office of Multicultural Affairs, “multiculturalism defines one’s culture as including and combining race, ethnicity, geographical origin, gender, sexual orientation, physical ability, religion, economic class and age.” The Student Diversity, Equity, and Inclusion Fund shall be allocated by the Student Diversity, Equity, and Inclusion Fund Board to student groups primarily for the purposes of funding programs that embody the exploration of sex, race, color, national origin, ancestry, sexual orientation, or disability and following the guidelines set by Appendix N of Student Senate Rules and Regulations.
- The University of Kansas Student Diversity, Equity, and Inclusion Fund Board shall have jurisdiction over the Diversity, Equity, and Inclusion Fund and shall be responsible for allocating the funds.
- No more than sixty percent (60%) of the Student Diversity, Equity, and Inclusion Fund may be used for the funding of travel.

Article XXII. Sexual Assault Prevention and Education Fee

A. Purpose: In order to ensure the provision of support for education and programming for the prevention of sexual assault: We, the University of Kansas Student Senate, hereby approve and authorize the office of the Comptroller to collect and administer a Sexual Assault Prevention and Education Center Fee.
B. Provisions: Every student enrolled in any semester or summer session at the Lawrence campus of the University of Kansas shall pay the Sexual Assault Prevention and Education Center Fee as directed:
C. Fall and Spring Semester Fee: Every student enrolled in six (6) or more credit hours per semester shall pay a two dollars and sixty cent ($2.60) Sexual Assault Prevention and Education Center FEE. Every student enrolled in less than six (6) credit hours per semester shall pay the Sexual Assault Prevention and Education Center Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule.
D. Summer Semester Fee: Every student enrolled in five (5) or more semester credit hours shall pay a one dollar and thirty cent ($1.30) Sexual Assault Prevention and Education Center Fee. Every student enrolled in less than five (5) credit hours per semester shall pay a Sexual Assault Prevention and Education Center Fee for each hour in which they are enrolled, the amount as published in the official Comprehensive Fee Schedule Stipulations:
   - No money that SAPEC receives from the fee shall go toward the funding of any class that is potentially taken for University Credit, as doing so would overstep the boundaries of Student Senate's mission.

Article XXIII. Student Senate Contracts.

Section 1. Scanned Copies of Contracts

KU MEMORIAL UNIONS
The University of Kansas

Registered Student Organization

Audio/Visual Equipment Usage Contract

The following is a contractual agreement between the University of Kansas Memorial Corporation dba the KU Memorial Unions (Unions) and the Student Senate at the University of Kansas for fiscal years 2016 and 2017.

The Student Senate of the University of Kansas will provide funds in the amount of $25,607 annually for fiscal years 2015 and 2017 year. In return for such funding, the Unions agree to waive charges to all registered student organizations at the University of Kansas for the use of the Union's audio/visual equipment within KU Memorial Unions facilities. This contract for service does not apply to the rental of laptops or lighting equipment. This contract for service does not waive the Union audio/visual technician hourly service charge associated with more complex set up requirements.

The Student Senate at the University of Kansas will provide the total amount of funding for each year before the end of the first quarter (September 30th) of each fiscal year.

This contract is in effect from July 1, 2015 and will expire on June 30, 2017.

The two parties agree to this contract

Student Senate Treasurer Madeline Smith Date 1-20-15

KU Memorial Unions Representative _____ Date 1-21-15

MEMORANDUM OF UNDERSTANDING REGARDING USE OF BURGE UNION STUDENT REQUIRED CAMPUS FEE

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made this Fourth day of November, 2015, (the "Effective Date") by and between the University of Kansas Memorial Corporation, d.b.a KU Memorial Unions (the "Union") and the University of Kansas Student Senate (the "Senate") (collectively, the "Parties").

RECITALS

Whereas, the Union is a not-for-profit corporation incorporated in 1921 to provide certain auxiliary services on the University of Kansas ("University") Lawrence campus; and

Whereas, the University owns the University of Kansas Union building located at 1301 Jayhawk Boulevard, Lawrence Kansas, and the University of Kansas Burge Union building located at 1601 Irving Hill Road, Lawrence, Kansas, and the University has charged the Union with administering such properties in furtherance of the missions of University and the Union; and

Whereas, the University has initiated the Central District Development Project, a development and construction project that includes construction of new student union space, to replace the current Burge Union; and

Whereas, the Senate and the Union shall make a joint recommendation to the "Building Names Committee" as to what the new Burge Union should be officially named; and

Whereas, the Union requested an increase of the current "Student Union Renovation Fee", which totals $13.80 (thirteen dollars and eighty cents), to a new total of $18.70 (eighteen dollars and seventy cents) to be re-designated for FY 2017 and 2018 to be used for Furniture, Fixtures, and Equipment (FF&E) for the Burge Union and extended from FY 2019 through FY 2048 to fund the construction lease of the Burge Union; and

Whereas, this $18.70 (eighteen dollars and seventy cents) fee shall be renamed the "Burge Union Fee"; and

Whereas, the Student Senate Fee Review Committee approved the "Burge Union Fee" at a total of $18.70 (eighteen dollars and seventy cents) on September 28, 2015; and

Whereas, the Student Senate Finance Committee approved the "Burge Union Fee" at a total of $18.70 (eighteen dollars and seventy cents) on October 21, 2015; and

Whereas, the Student Senate full legislative body approved the "Burge Union Fee" at a total of $18.70 (eighteen dollars and seventy cents) on October 28, 2015; and

Whereas, the Parties wish to enter into this MOU to memorialize the source and purpose of

the Union Fee reallocation.

Now, therefore, in consideration of the mutual covenants and agreements herein contained, the Parties agree as follows:

AGREEMENT

1. The Parties enter into this MOU to memorialize their understanding that the current "Student Union Renovation Fee", which totals $13.80 (thirteen dollars and eighty cents), will be renamed the "Burge Union Fee" and will be increased to a new total of $18.70 (eighteen dollars and seventy cents) to be re-designated for FY 2017 and 2018 to be used for Furniture, Fixtures, and Equipment (FF&E) for the new Burge Union and extended from FY 2019 through FY 2048 to fund the construction lease of the Burge Union.

2. The "Burge Union Fee" shall not be extended beyond FY 2048 and shall not be increased to an amount more than $18.70 at any time between FY 2017 through FY 2048. At the end of FY 2048, the "Burge Union Fee" shall terminate.

3. Allocation of the "Burge Union Fee" by the Senate is contingent upon the Union establishing an agreement with the University for the construction of the Burge Union at a lease total of no more than $1,195,200 (one-million, one-hundred ninety-five thousand, two-hundred dollars) per fiscal year and upon the University completing construction of an Integrated Science Building (ISB) and Burge Union in fall 2018. In the event that the Union fails to enter into an agreement with the University to construct the Burge Union or if the University fails to construct the planned ISB and Burge Union, the "Burge Union Fee" shall immediately terminate and all revenue from the fee from FY 2017 to the point of termination shall be re-allocated by the Student Senate Fee Review Committee.

4. The "Burge Union Fee" of $18.70 (eighteen dollars and seventy cents) and revenue from the Burge Union operations are to be used in FY 2019 through FY 2048 to finance the lease of $1,195,200 (one-million, one-hundred ninety-five thousand, two-hundred dollars) per annual fiscal year for the construction of the Burge Union. The University shall cover all costs related to utilities, custodial and maintenance (O&M); and facility lifecycle costs (replacement of building infrastructure and envelope). The Union will provide an annual financial accounting to the Fee Review Committee as to how the lease obligations to the university were met. The Fee Review Committee reserves the right to: (1) ensure the Union makes an equitable contribution annually to the lease payment, and (2) to save any fee revenue in excess of the annual lease cost to end the fee early if the excess revenue that has been saved will cover the remainder of the lease obligation, or to use in years the Burge Union Fee revenue and Union revenue do not meet the year's lease obligation.

5. The "Burge Union Fee" shall not be extended beyond Fiscal Year 2048 and shall not be increased to an amount more than $18.70 (eighteen dollars and seventy cents) at any time from Fiscal Year 2017 through Fiscal Year 2048. The "Student Union Building Operations Fee" shall not be increased, nor shall any additional student fees be instituted, to raise additional revenue to meet the Burge Union lease obligation. The Senate's sole contribution for the Burge Union

during the Fiscal Year 2017 through Fiscal Year 2048 period shall be the $18.70 (eighteen dollar and seventy cent) "Burge Union Fee".

6. The Union's program goals to be pursued in the Project are: the establishment of retail services sufficient for the community, the creation of lounges conducive to student activities and events, the development of meeting and event space of an open, flexible nature capable of accommodating groups of up to 1200 (to include the Union's largest career and exhibit fairs and commencement gatherings with associated breakout rooms), access to ISB classroom space when not in use suitable for student group meetings, establishment of Legal Services for Students offices on the second-level mezzanine, a "reflection room" space for students on the second-level mezzanine, a KU Info help-desk to compliment the KU Info help-desk and offices in the Kansas Union, housing of the Emily Taylor Center for Women and Gender Equity on the first level below the second– level mezzanine, housing of the Campus Sexual Assault Prevention and Education Center on the first level below the second–level mezzanine, and the building of an appropriate production kitchen and service system to serve events in the space. Green commons space east of union and plaza space north of Union will be designated for student event use. The Program should allow for expansion as the site becomes the campus center in the decades ahead.

7. Consistent with the missions of the Senate and the Union, the Burge Union will retain the purpose and will be used for student directed and focused activities, services, and events. A redirection, by the University, of the Burge Union's role or removal of the Burge Union from the oversight of the Senate and/or the Union would be a basis for the Senate and the Union to terminate Burge Union funding. All major decisions affecting the role, function and purpose of the Burge Union are reviewable at the request of the Fee Review Committee and the Student Senate legislative body.

8. Legal Services for Students retains the right to remain, rent free, in the Burge Union for perpetuity. The Union may not diminish the size of the Legal Services for Students offices and the Union must ensure the Legal Services for Students offices are maintained at a comparable level with the rest of the Burge Union facility. In the event that the Legal Services for Students Director options to relocate the offices elsewhere, the Senate shall retain the right to determine what the space shall be used for.

9. The Emily Taylor Center for Women and Gender Equity retains the right to remain, rent free, in the Burge Union for the term of the lease. The University shall be responsible for funding all personnel and operating expenses of the Women's Center, including furniture, fixtures, and equipment associated with the Center. The Senate and the Union shall not be liable for any expenses of the Women's Center. In the event the Women's Center Director options to relocate the center elsewhere, the Senate shall retain the right to determine what the space shall be used for.

10. The Sexual Assault Prevention and Education Center retains the right to remain, rent free, in the Burge Union for the term of the lease. The University shall be responsible for funding all personnel and operating expenses of the Sexual Assault Center, including furniture, fixtures, and

equipment associated with the Center. The Senate and the Union shall not be liable for any expenses of the Sexual Assault Center. In the event the Sexual Assault Center Director options to relocate the center elsewhere, the Senate shall retain the right to determine what the space shall be used for.

11. Inclusion of a KU Info help-desk on the first level of the Burge Union is to be an augmentation of the broader service. The Union shall retain a KU Info help-desk and KU Info director offices in the Kansas Union.

12. Student organizations registered with the Student Involvement and Leadership Center (SILC) will not be assessed audio/visual equipment rental fees for use of the Burge Union, Kansas Union, or other Lawrence Campus Union facilities. The Union may charge for audio/visual services when union operators are needed or there are special requirements. Room charges will not be assessed to SILC registered student organizations for use of the Burge Union, Kansas Union or other Lawrence Campus Union facilities unless either of the following apply: there is an admission charge or registration fee; OR less than 50% of the people attending the event are current KU students, faculty and staff. If either of the above is applicable, registered student organizations will be assessed room and equipment rental fees at the university rate. Such fees will not be assessed to the student organizations if the Student Senate is a sponsor or has contributed funding for the event. Registered student organizations will not be charged room rental when the event participation of non-KU individuals/groups is the result of a service learning opportunity for the student organization's members. Registered community organizations will be assessed room and equipment rental at the university rate.

IN WITNESS WHEREOF, the undersigned have caused this MOA to be executed as of the Effective Date.

11-4-15

Jessie Pringle Date

President, KU Student Senate

Tyler L. Childress 11/4/15

Tyler Childress Date

Chair, Senate Fee Review

11/4/15

David Mucci Date

Director, KU Memorial Corporation

11/4/15

Lauren Arney Date

President, Memorial Corporation Bd.

TITLE ELEVEN // STUDENT SENATE ADVISORY BOARDS

Article I. Student Senate Advisory Boards

Section 1. Purpose. The Student Senate Advisory Boards are responsible for working closely with the entities they are appointed to that are funded through the Required Campus Fee (RCF) by providing a student perspective throughout their fee review presentation preparations. This includes but is not limited to assisting with the completion of the RCF Review Question Packet, the RCF Background Information,and the RCF Review Presentation. These Advisory Boards seek to provide student feedback and insight in a more specialized setting that will enable the fee entities to make decisions leading up to the RCF Review Process and the fiscal year generally that are based upon the perspectives of students.

Section 2. Advisory Boards. The Student Senate Advisory Boards shall consist of the following:

a. Watkins Health Advisory Board
b. Mental Health Services Advisory Board
c. The Student Recreation Advisory Board.
d. Student Safety Advisory Board.
e. Student Environmental Advisory Board.
f. Legal Services for Students Advisory Board.
g. Student Involvement & Leadership Center (SILC) Board.
h. Emily Taylor Center for Women and Gender Equity (ETC-WGE) Advisory Board.
i. Office of Multicultural Affairs (OMA) Advisory Board.
j. Center for Sexuality & Gender Diversity (SGD) Advisory Board.
k. Sexual Assault Prevention and Education Center (SAPEC) Advisory Board.
l. DEI Fund Advisory Board.

m.Educational Opportunity Fund Board.
n. Student Money Management Services (SMMS) Advisory Board.
o. Hilltop Childcare Advisory Board.

Section 3. Function. These Student Senate Advisory Boards shall meet at minimum once a month to discuss the impact of services funded by the Required Campus Fee on the Student Body. Each Advisory Board shall be tasked with the following:

1. Assisting with research on their assigned student fee and its impact on campus, as well as researching similar student services at peer institutions.
2. Working with Student Senate & Fee Managers to create a fee presentation for the assigned fee based on research and the focus of Student Senate policy initiatives that reflect the present needs of students.
3. Presenting a fee or helping to coordinate a fee presentation to the Campus Fee Review Subcommittee.
4. Coordinating outreach directly to students and drafting testimonials to illustrate a broader understanding and perspective of the services provided by their assigned fee, to be presented to the Campus Fee Review Subcommittee.

Article 2: Watkins Health Advisory Board

Section 1. Purpose. The purpose of the Watkins Health Advisory Board shall be to assess the needs of the Watkins Health Fee, analyze the impact it has on students, and assist with the presentation of the Student Health Fee proposal by the deadlines set out in the Campus Fee Review process.

Section 2. Membership. The Watkins Health Advisory Board shall consist of the following members:

a. The Watkins Health Advisory Board Chair, who shall be appointed by the Student Body President.
b. Ten (10) Eleven (11) student members are appointed by the Student Body President based upon an interest survey that must go out as soon as possible at the beginning of each Fall semester, with the majority consent of the Student Senate. Of those, at least two (2) must be a graduate student, one (1) must be a transgender student, and four (4) must be undergraduate students. It is recommended that a diverse group of students make up the Watkins Health Advisory Board so that Student Health Services will know the needs and concerns of all segments of the student population. It is further recommended that for at least two (2) seats that some preference is given to those who have served on the board before or have relevant institutional memory.
c. The Student Senate Treasurer (ex officio, voting).
d. The Director of Watkins Health Services (ex officio, non-voting).
e. The Administrative Officer of Watkins Health Services (ex officio, non-voting).
f. The Student Senate Director of Social Justice (ex officio, non-voting).

Section 3. Function. The Watkins Health Advisory Board shall have the following charges:

a. Monitor student health insurance plans and provide input into program design.
b. The review and approval of the annual budget for Watkins Health Services and submission of the fee request to the Campus Fee Review.
c. The year-end report from the Watkins Health Advisory Board shall include a summary of the past year's accomplishments and new programming demands on the Watkins Health Fee. An analysis of new programs' impact on the Watkins Health Fee should be included as part of a five-year projection on the demands on the fee. This should be done to allow the

Students Assembly the opportunity to review projected increases in the Fee in relation to additional programming.

d. The responsibilities of the Watkins Health Advisory Board shall not extend to any area that is properly a technical or medical decision, or that deals with the methods or nature of medical care.

Section 4. Additional Charges. The Watkins Health Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article III. Mental Health Services Advisory Board

Section 1. Purpose. The purpose of the Counseling and Psychological Services Advisory Board shall be to assess the needs of the Counseling and Psychological Services Fee and the Bert Nash Fee, analyze the impact it has on students, and assist with the presentation of the Student Health Fee proposal by the deadlines set out in the Campus Fee Review process.

Section 2. Membership. The Mental Health Services Advisory Board shall consist of the following members:

a. The Mental Health Services Advisory Board Chair, who shall be appointed by the Student Body President.

b. Six (6) student members are appointed by the Student Body President based upon an interest survey that must go out as soon as possible at the beginning of each Fall semester, with the majority consent of the Student Senate. Of those, at least one (1) must be a graduate student, and two (2) must be undergraduate students. It is recommended that a diverse group of students make up the Mental Health Services Advisory Board so that Mental Health Services subsidized by the Student Fee will know the needs and concerns of all segments of the student population. It is further recommended that for at least one (1) seat that some preference is given

to those who have served on the board before or have relevant institutional memory.

c. The Student Senate Treasurer (ex officio, voting).

d. The Director of Counseling and Psychological Services (ex officio, non-voting).

e. The Director of Administration and Finance for Bert NashCenter (ex officio, non-voting).

f. The Student Senate Director of Policy (ex officio, non-voting).

Section 3. Function. The Mental Health Advisory Board shall have the following charges:

a. Monitor the accessibility of appointments for students and the accessibility barriers that presently exist.

b. The review and approval of the annual budget for Counseling and Psychological Services (CAPS) and the submission of the fee request to the Campus Fee Review of both CAPS and Bert Nash.

c. The year-end report from the Mental Health Advisory Board shall include a summary of the past year's accomplishments and new programming demands on the Mental Health Fee. An analysis of new programs' impact on the Mental Health Fee should be included as part of a five-year projection on the demands on the fee. This should be done to allow the Students Assembly the opportunity to review projected increases in the Fee in relation to additional programming.

d. The responsibilities of the Mental Health Advisory Board shall not extend to any area that is properly a technical or medical decision, or that deals with the methods or nature of medical care.

Section 4. Additional Charges. The Student Recreation Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article V. Student Safety Advisory Board.

Section 1. Purpose. The purpose of the Student Safety Advisory Board shall be to assess the needs of the Student Safety Fee and the Supportive Services Fee, analyze the impact it has on students, present a Student Safety Fee and Supportive Services Fee by the deadline set out in the Campus Fee Review process, and supervise the allocation of Student Safety Fee funds throughout the academic year. This board shall meet, at least, once a month.

Section 2. Membership.

a. Five (5) students appointed by the Student Body President with the majority consent of the Student Senate, consisting of at least one (1) graduate or professional student,
b. One (1) member elected by the Finance Council
c. One (1) member elected by the Student Rights & Affairs Council
d. One (1) member elected by the Social Justice Council
e. The Student Senate Treasurer (ex officio, voting)
f. The Student Senate Director of Fund Development (ex officio, voting)
g. The Student Senate Policy Director (ex officio, voting)
h. The Transportation Coordinator or their designee (ex officio, non-voting),
i. The Assistant Provost for Facilities Planning & Management (ex officio, non voting),
j. The Director of Student Housing or their designee (ex officio, non-voting),
k. The Director of Public Safety or their designee (ex officio,non-voting),

Section 3. Function.

1. Convene at least one (1) time a month during the regular academic session to review all issues concerning the Campus Safety and Supportive Services Fee. This shall include but not be limited to: blue phones, lighting, building security, parking security, the KU police force, and

health and safety support services funded through the Supportive Services Fee.

2. Investigate any and all programs that could enhance campus safety.
3. Respond to any additional charges as assigned by the Student Body President or the Student Senate.
4. Make recommendations to all university entities concerning the improvement of campus safety. This shall include but not be limited to: Student Senate, the University administration, the Department of Student Housing, the Campus Police force and the Office of Public Safety.
5. Ensure the provision of necessary health and safety support services not provided by university entities.
6. Oversee the Student Safety Fee and the Supportive Services Fee. The Student Safety Advisory Board shall have the authority to distribute funds generated by the Campus Safety Fee and make recommendations for physical plant improvements to the Provost. The Guidelines for fund distribution are as follows:
   a. Funds are to be used primarily for physical plant improvements, which are based on safety concerns. These projects may include, but are not limited to: campus lighting (excluding parking lots), blue emergency phones, dual usage phones, and security cameras. Excess funds may be used for other programs, lectures, workshops, or services designed to promote a safe environment on campus.
   b. The Board shall seek matching funds from the University Administration for all physical plant improvement projects.
   c. Funds will not be used for any operating costs associated with any capital improvements by the Board.
7. Oversee the Supportive Services Fee. The Student Safety Advisory Board shall work with the Supportive Services Fee Entities (Headquarters, The Willow Domestic Violence Center, and Sexual Trauma and Abuse Care Center) to craft their fee proposal and presentations.

Section 4. Additional Charges. The Student Safety Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article VI. Student Sustainability Advisory Board.

Section 1. Purpose. The purpose of the Student Sustainability Advisory Board shall be to assess the needs of the Campus Environmental Improvement Fee and Recycling Fee, analyze the impact it has on students, and present a Campus Environmental Improvement Fee and Recycling Fee by the deadline set out in the Campus Fee Review process.This board shall meet, at least, once a month.

Section 2. Membership. The Student Sustainability Advisory Board shall consist of the following members:

a. Five (5) student members are appointed by the Student Body President to one-year terms, one of whom shall be designated as the Chair of the board by the Student Body President, with the other four being appointed in consultation with that chairperson, subject to approval by the majority of the Student Senate.
b. One (1) representative from the Finance Council
c. One (1) representative from the Student Rights & Affairs Council
d. One (1) representative from the Social Justice Council
e. Fund Development Director (ex-officio, non-voting)
f. The Director of Recycling (ex-officio, non-voting)
g. The Director of the Center for Sustainability (ex-officio, non-voting)

Section 3. Function. The Student Sustainability Advisory Board shall have the following charges:

a. Accept recommendations and identify areas in which policies and strategies can be developed to improve the campus environment.

b. Implement projects through the use of the Student Environmental Advisory Board Fund, allocated solely to the Student Sustainability Advocate through the Student Senate Activity Fee.
c. Initiate campus dialogue about sustainability and campus environment related issues.
d. Respond to any additional charges assigned to the Advisory Board by the Student Body President.
e. Establish and maintain communication with the City of Lawrence regarding the student's and the University's interest in city environmental policy.
f. Ensure proper representation of a diverse group of stakeholders in the selection of the board's voting members and implementation of projects/programs in order to maintain a holistic view of sustainability and the environment.
g. Assist Recycling with their RCF Question Packet and Presentation by providing a student perspective, and aligning their proposal with the interests of the Student Senate.

Section 4. Additional Charges. The Student Sustainability Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article VII. Legal Services for Students Advisory Board.

Section 1. Purpose. The purpose of the Legal Services for Students Advisory Board shall be to assess the needs of the Legal Services for Students Fee, analyze the impact it has on students, and present a Legal Services for Students Fee by the deadline set out in the Campus Fee Review process.This board shall meet, at least, once a month.

Section 2. Membership. The Legal Services for Students Advisory Board shall consist of the following members:

a. Five (5) voting student members appointed by the StudentBody President, as follows:

i. one (1) law student,

ii. one (1) graduate student,

iii. one (1) student Senator,

iv. and two (2) at-large members.

b. One (1) elected representative from the Finance Council,

c. One (1) elected representative from the Student Rights & Affairs Council,

d. One (1) elected representative from the Social Justice Council,

e. The Director of Legal Services for Students (ex officio, non-voting),

f. The Student Body President, Student Body Vice President, or the Student Senate Chief of Staff as designated by the Student Body President (ex officio, non-voting),

g. The Student Senate Treasurer (ex officio, non-voting).

Section 3. Function. The Legal Services for Students Advisory Board shall have the following charges:

a. Oversee the operation and implementation of the prepaid Legal Services for Students program in all policy matters.

b. If hiring a new staff position at LSS, the Chair of the Legal Services for Students Advisory Board or their designee shall sit on the selection committee.

c. The Board shall, upon conference with the Student Body President and the advice of the Director of Legal Services for Students, prepare the budget for the office.

d. The Board shall work with the Student Senate and the Douglas County Bar Association to assure the most cost-efficient prepaid legal service to the student body.

e. The Board shall ensure that LSS have on its staff at least one (1) attorney to specialize in litigation on behalf of students when such cases arise. This position exists as a result of the 2005 fee increase from $7.00 to $8.50.

Section 4. Additional Charges. The Legal Services for Students Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article VIII. Student Involvement & Leadership Center (SILC) Board.

Section 1. Purpose. The purpose of the Student Involvement and Leadership Center Advisory Board shall be to assess the needs of the SILC Fee, analyze the impact it has on students, and present a SILC Fee by the deadline set out in the Campus Fee Review process. This board shall meet, at least, once a month.

Section 2. Membership. The Student Involvement and Leadership Center Advisory Board shall consist of the following members:

a. Chair, appointed by the Student Body President,
b. Three (3) voting student members appointed by the Director of SILC,
c. Two (2) voting student members appointed by the Student Body President with the majority consent of the Student Senate,
d. One (1) elected representative from the Finance Council,
e. One (1) elected representative from the Student Rights & Affairs Council,
f. One (1) elected representative from the Social Justice Council,
g. One (1) representative appointed by the Office of Multicultural Affairs,
h. The Student Senate Treasurer or their designee (ex officio, non-voting,)
i. The SILC Director or their designee (ex officio, non voting,).

Section 3. Function. The Student Involvement and Leadership Center Advisory Board shall have the following charges:

a. Review the annual budget of SILC and the submission of the fee request to the Student Senate.
b. Monitor student involvement needs.
c. Submit recommendations to the Director of SILC regarding student engagements needs on campus and related topics.

Section 4. Additional Charges. The SILC Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article IX. Emily Taylor Center for Women and Gender Equity (ETC-WGE) Advisory Board.

Section 1. Purpose. The purpose of the Emily Taylor Center for Women and Gender Equity Advisory Board shall be to assess the needs of the Office of the KU Student Senate Emily Taylor Center for Women & Gender Equity Fee, analyze the impact it has on students, present a Emily Taylor Center for Women & Gender Equity Fee by the deadline set out in the Campus Fee Review process.This board shall meet at least once a month.

Section 2. Membership. The Emily Taylor Center for Women and Gender Equity Advisory Board shall consist of the following members:
a. Three (3) student members appointed by the Student Body President, one of whom shall be designated as the Chair of the Board by the Student Body President (voting).
b. The Director of the ETC-WGE or their designee (ex officio, non-voting)
c. One (1) student member appointed by the Emily Taylor Center (voting).
d. One (1) elected representative from the Social Justice Council (voting).
e. One (1) representative elected or appointed by the Center for Sexuality and Gender Diversity (voting).
f. The Director of Social Justice or their designee (ex officio, voting).

Section 3. Function. The ETC-WGE Advisory Board shall have the following charges:Office of the KU Student Senate

a. The ETC-WGE Advisory Board should provide an infrastructure for various women's and gender equity organizations on campus to connect and collaborate. The Board seeks to expand the definition of leadership to include and elevate all intersections of women.
b. Serve as an open resource for different organizations on campus centered around women's and gender equity leadership.
c. Assist women's organizations on campus with outreach and event planning
d. Assist with outreach and planning for the annual LetWomen Conference and International Women's Week.
e. Plan at least one (1) event per semester which emphasizes networking or mentorship between women. One of these events shall be an annual Women's Leadership Conference hosted by the Emily Taylor Center for Women and Gender Equity Advisory Board.
f. Network with organizations on campus which serve all intersections of women.
g. Assist the ETC-WGE with the preparation and presentation of their Required Campus Fee request.

Section 4. Additional Charges. The Women's Leadership Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article X. Office of Multicultural Affairs (OMA) Advisory Board.

Section 1. Purpose. The purpose of theOffice of Multicultural Affairs (OMA) Advisory Board shall be to assess the needs of the Office of Multicultural Affairs (OMA) Fee, analyze the impact it has on students, present a Office of

Multicultural Affairs (OMA) Fee by the deadline set out in the Campus Fee Review process.This board shall meet at least once a month.

Section 2. Membership. The Office of Multicultural Affairs (OMA) Advisory Board shall consist of the following members:

a. Chair, appointed by the Student Body President.
b. Three (3) voting student members appointed by the Director of the OMA.
c. Two (2) voting student members appointed by the Student Body President with the majority consent of the StudentSenate.
d. One (1) elected representative from the Finance Council.
e. One (1) elected representative from the Student Rights & Affairs Council.
f. One (1) elected representative from the Social Justice Council.
g. The Student Senate Treasurer or their designee (ex officio, non-voting,)
h. The OMA Director or their designee (ex officio, non voting,).

Section 3. Function. The Office of Multicultural Affairs (OMA) Advisory Board shall have the following charges:

a. Review the annual budget of the OMA and the submission of the fee request to the Student Senate.
b. Monitor student involvement needs.
c. Submit recommendations to the Director of the OMA regarding student needs from the OMA and related topics.

Section 4. Additional Charges. The Office of Multicultural Affairs (OMA) Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article XI. Center for Sexuality & Gender Diversity (SGD) Advisory Board.

Section 1. Purpose. The purpose of the Center for Sexuality & Gender Diversity Advisory Board shall be to assess the needs of the SGD Fee, analyze the impact it has on students, present a SGD Fee by the deadline set out in the Campus Fee Review process.This board shall meet at least once a month.

Section 2. Membership. The Center for Sexuality & Gender Diversity Advisory Board shall consist of the following members:

a. Chair, appointed by the Student Body President,
b. Three (3) voting student members appointed by the Director of the SGD,
c. Two (2) voting student members appointed by the Student Body President with the majority consent of the Student Senate,
d. One (1) elected representative from the Finance Council,
e. One (1) elected representative from the Student Rights & Affairs Council,
f. One (1) elected representative from the Social Justice Council,
g. Each registered LGBTQIA+ Student Organization President or their designee
h. The Student Senate Treasurer or their designee (ex officio, non-voting),
i. The SGD Director or their designee (ex officio, non voting).

Section 3. Function. The Center for Sexuality & Gender Diversity Advisory Board shall have the following charges:

a. Review the annual budget of the SGD and the assist with the preparation and presentation of the RCF request to the Campus Fee Review Subcommittee,
b. Monitor student needs at the SGD, and any needs that the SGD has in order to better assist students,
c. Monitor needs for LGBTQIA+ Student Organizations and assist them in navigating the processes within Student Senate, especially in regards to funding,

d. Submit recommendations to the Director of the SGD regarding student needs from the SGD and related topics.

Section 4. Additional Charges. The Center for Sexuality & Gender Diversity Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article XII. Sexual Assault Prevention and Education Center (SAPEC) Advisory Board.

Section 1. Purpose. The purpose of the Sexual Assault Prevention and Education Center (SAPEC) Advisory Board shall be to assess the needs of the SAPEC Fee, analyze the impact it has on students, present a SAPEC Fee by the deadline set out in the Campus Fee Review process.This board shall meet at least once a month.

Section 2. Membership. The Sexual Assault Prevention and Education Center (SAPEC) Advisory Board shall consist of the following members:

a. Chair, appointed by the Student Body President,
b. Three (3) voting student members appointed by the Director of SAPEC,
c. Two (2) voting student members appointed by the Student Body President with the majority consent of the Student Senate,
d.One (1) elected representative from the Finance Council,
e. One (1) elected representative from the Student Rights & Affairs Council,
f. One (1) elected representative from the Social JusticeCouncil,
g. One (1) student appointed by the CARE Sisters,
h. The Student Senate Treasurer or their designee (ex officio,non-voting),
i. The SAPEC Director or their designee (ex officio, nonvoting).

Section 3. Function. The Sexual Assault Prevention and EducationCenter (SAPEC) Advisory Board shall have the following charges:

a. Review the annual budget of the SAPEC and the assist with the preparation and presentation of the RCF request to theCampus Fee Review Subcommittee,

b. Monitor student needs of SAPEC, and any needs that the SAPEC has in order to better assist students and the larger KU community with prevention efforts,

c. Submit recommendations to the Director of SAPEC regarding student needs regarding sexual assault and harassment preventative measures and related topics.

Section 4. Additional Charges. The Sexual Assault Prevention and Education Center (SAPEC) Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article XIII. DEI Fund Advisory Board.

Section 1.Purpose. The Diversity, Equity, & Inclusion Fund Board shall meet to hear funding requests before Student Council meetings each Student Senate legislative cycle. Requests shall be due by the same legislative deadline as other Student Senate legislation.

Section 2. Membership. This Board shall consist of the following members:

a. The Vice Chair of the Social Justice Council shall serve as the Chair. Ex-officio, only voting in the case of a tie vote.

b. The Student Senate Director of Social Justice shall serve as the Vice Chair. Ex-officio, voting

c. The Student Senate Fund Development Director. Ex-officio, non-voting,

d. One (1) elected representative from the Finance Council. Voting.

e. One (1) elected representative from the Rights & Affairs Council. Voting.
f. Two (2) elected representatives from the Social Justice Council. Voting.
g. The Social Justice Council Advisor. Ex-officio, non-voting.
h. One (1) appointed student representative from the SGD, as appointed by the Director of SGD. Ex-officio, voting.
i. One (1) appointed student representative from the ETC, as appointed by the Director of ETC. Ex-officio, voting.
j. One (1) appointed student representative from the OMA, as appointed by the Director of the OMA. Ex-officio, voting.

Section 3. Function. To advocate for the DEI Fund during Fee Review, hear requests, and to equitably allocate the Student Diversity, Equity, and Inclusion Fund to student organizations representing marginalized students at KU. To qualify for such allocations, a student organization and/or an event must promote at least one of the following:
a. Diversity. A defining feature that contributes to the overall mission of the University of Kansas, refers to the variety of personal experiences, values, and worldviews that arise from differences of culture and circumstance. Such differences include: abilities or disabilities; age; citizenship; cognitive style; culture; economic status; education; ethnicity; gender; gender identity; geographic background; language(s) spoken; marital/partnered status; national origin; physical appearance; race; religious perspective; sexual orientation.
b. Intercultural education. Any form of education or teaching that incorporates the histories, texts, values, beliefs, and perspectives of people from different cultural backgrounds.
c. Marginalized students. Students who, because of their identities, have limited access to resources, face systemic or structural discrimination, and are less likely to academically succeed in education.

Section 4. Funding Eligibility. The following funding requests shall be Eligible:

a. Required To Be Open To All University of Kansas Students. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group that is not open de facto to all University of Kansas students.

b. Required Student Membership on Financially Governing Bodies. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group in which students do not constitute an equal or greater percentage of the seats on the financially governing body of that corporation, organization or group than the percentage of the allocation and/or apportioned amount by the Board to the corporation's, organization's, or group's total budget.

c. All organizations requesting funds from the fund must be registered through the Student Involvement and Leadership Center (SILC) and must have an active presence in Rock Chalk Central.

d. Any corporations, organization, or group seeking funding must provide documentation of other fundraising efforts. Fundraising efforts shall include, but not be limited to, collection of dues, collection of donations, and/or participation in activities to raise money for the group.

e. Disbursement of Funds for Special Events. Each request for special event funding must be accompanied by the event's starting and ending dates.

f. Officers of Organizations Must Be Students. Funds shall only be allocated or apportioned to corporation, organization, or groups in which all officers are KU students.

Section 5. Funding Ineligibility. The following funding requests shall be ineligible:

a. No Academic Credit for Participation. No funds shall be allocated or apportioned to any corporation, organization, group or activity whose primary purpose is for members to give or receive academic credit.

b. Funds shall not be used for partisan activities. Funds shall not be used for any activities that:

i. Directly affect the electoral goals of a particular person or group relative to another;
ii. Are in any way related to Student Senate Elections;
iii. Are in any way related to any Student Senate Referendum or Student Initiative.

c. Funds Cannot Be Used for Social Functions. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for any activity that does not have a primarily educational or multicultural purpose. The Board shall refer to the University of Kansas Alcohol and Drug Policy regarding events serving alcohol.

d. Funds Cannot Be Used for Commercial Promotions. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for the purpose of advertising or promoting any brand name product or any profit-seeking group.

e. Funds Cannot Be Used for Donation to a Third Party. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group to directly or indirectly raise funds for another corporation, organization, or group.

f. Funds Cannot Be Used to Maintain Affiliations. No funds from student fees shall be allocated or apportioned to any student group to maintain an affiliation with any corporation, organization, or group.

g. Funds Cannot Be Used for Recruiting Individuals to the University.
i. No funds from student fees shall be allocated or apportioned for the purpose of recruiting individuals to the University.
ii. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group that has the primary purpose of recruiting individuals to the University.

h. Funds Cannot Be Used to Grant Scholarships. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for the purpose of granting scholarships. No funds from student

fees shall be allocated or apportioned to any corporation, organization or group that has the primary purpose of granting scholarships.

i. Non-Discrimination Policy. Funds will not be allocated to corporations, organizations, or groups that violate the university's non-discrimination policies.

j. Funds Cannot Be Used for Academic Projects. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group for academic projects with the intent to publish in an academic journal or present at an academic conference.

k. Notice of All Publicity Required. No funds shall be allocated to any corporation, organization, or group for any publication, advertisement, poster, flyer, promotion, etc. unless, upon request, a copy is made available to the Student Senate Treasurer prior to disbursement of funds for publication or broadcast. For non-English publications an English translation may also be requested.

l. Verification of Compliance. No funds from student fees shall be allocated to any corporation, organization, or group which charges admission to any event said corporation, organization, or group is sponsoring.

m.Student Senate General Funding and DEI Funding. No Funds for items that can be purchased with Student Senate General Funding shall be allocated by the Student Diversity, Equity, and Inclusion Fund

n. UDK Advertising. Funds cannot be used for University Daily Kansan (UDK) Advertising.

o. Funds cannot be used for career advancement. No funds from student fees shall be allocated or apportioned to any corporation, organization, or group to fund any of the following:

i. Attendance of any career fair.

ii. Employment-related workshops.

iii. Professional networking activities or events.

iv. Any other such career advancement event, opportunity, workshop, or fair not enumerated here.

Section 6. Special Funding Guidelines. The following Special Funding Guidelines shall be following when allocations are made by the DEI Fund Board:

a. Either the DEI Fund and the Student Senate Unallocated Account may fund a special event up to one thousand and five hundred dollars ($1,500.00). Beyond this initial amount, an organization may receive, at maximum, fifty percent (50%) of the remaining expenditures, based upon the special event's total budget, from either the DEI Fund or the Student Senate Unallocated Account. Then, the account which did not allocate fifty percent (50%) beyond the initial one thousand dollars and five hundred dollars ($1,500.00) may allocate fifty percent (50%), twenty five percent (25%) of the special event's total budget, of what expenditures remain. In total, the combined allocations of the DEI Fund and the Student Senate Unallocated Account may fund seventy-five percent (75%) of a special event's expenditures beyond one thousand and five hundred dollars ($1,500) based upon the special event's total budget.

b. Student organizations may seek funding from the DEI Fund, the Student Senate Unallocated Account, or from both. Groups requesting funding from both accounts for a special event must do so within the same legislative cycle, unless they received Line Item funding for a special event. In this case, a student organization may seek funding from the DEI Fund without seeking funding from the Student Senate Unallocated Account during the same legislative cycle.

c. If allocated funding is not spent by ten (10) days after a special event's ending date, then funding will revert to the DEI Fund.

d. After the Student Senate Treasurer and/or Fund Development Director signs the DEI Fund purchase order, the purchase order shall be in effect for only thirty (30) days.

e. No more than fifteen percent (15%) of the DEI Fund's total funds, as determined by the DEI Fund's total allocation at the beginning of the

academic year, can be allocated to any one (1) student organization over the course of the academic year for any purpose.

Section 7. Travel Expense Funding Guidelines. The following Travel Expense Funding Guidelines shall be following when allocations are made by the DEI Fund Board:

a. No more than sixty percent (60%) of the DEI Fund can be used to fund travel expenses.

b. For all travel events, requests for DEI Fund funding must be made at least one month in advance of the travel date.

c. All travel documents must be turned in to the Student Senate Treasurer at least three (3) weeks in advance of the travel date.

Section 8. Conference Registration Fees. The following Conference Registration Funding Guidelines shall be following when allocations are made by the DEI Fund Board:

a. Any student organization that requests funding for conference registration fees must provide a tentative list of members that will attend, proof of the registration cost per student, and proof of the event. The latter two shall be proven with any written or published information from the hosting group, organization, or corporation. This information must be turned in to the DEI Fund Board Chair before the application is presented to the Board.

Section 9. Service Fees. Honorariums.

Section 10. Food Fees.The following Food Fee Funding Guidelines shall be following when allocations are made by the DEI Fund Board:

a. Any student organization that requests funding for food fees must reasonably justify that their food request is for traditional cultural food

that is directly related to an event's purpose of promoting diversity or intercultural education.

b. Exemption.

i. Other student organizations representing marginalized students at KU who, because of their identities, do not have a cultural culinary tradition shall be exempt from the restriction that food fees be available only for traditional cultural food.

ii. Student organizations that are exempt shall justify that their funding request for food fees are directly related to an event's purpose of promoting diversity or intercultural education.

iii. Student organizations that are exempt shall not receive funding for food fees over the amount of two hundred dollars ($500.00) per semester.

iv. Any student organization that requests funding for a talent fee must provide a contractual services form with the name and signature of the person who will provide the service. This contractual services form must also include the dollar amount and date that service will be provided. This form must be turned in to the DEI Fund Board Chair before the application is presented to the Board.

Article XIV. Educational Opportunity Fund Board.

Section 1. Purpose. The Educational Opportunity Fund (EOF) Board shall allocate the Educational Opportunity Fee in one-year block allocations.

Section 2. Membership. The EOF Board shall consist of the following members:

a. The Fund Development Director (Chair)

b. The Student Senate Treasurer (secretary, non-voting)

c. The Student Body President (Voting)

d. The Chair of Social Justice (Voting)

e. The Vice Provost for Student Affairs, or designee;

f. One (1) representative from the Office of Student Financial Aid and Scholarships;
g. The Finance Council Vice-Chair; (Voting)
h. Four (4) students appointed by the Student Body President. Appointments should represent diverse backgrounds. At least one (1) of these student appointees must be a graduate student. (Voting)
i. One (1) representative elected from the Social Justice Council (Voting)
j. One (1) representative elected from the Student Rights & Affairs Council (Voting)
k. One (1) representative elected from the Finance Council (Voting)
l. The Student Senate Director of Social Justice (ex officio, voting).
m. The Graduate Student Body President (ex officio, voting)

Section 3. Eligibility. Groups that request funding from the EOF Board must use the allocations for students enrolled on the Lawrence campus, be administered by a University department, unit, or organization, and follow the guidelines of the University of Kansas Policy on Diversity of the Student Body. In addition, allocations must meet at least one (1) of the following criteria:

a. Academic scholarships and fellowships for both graduate and undergraduate students.
b. Need-based grants, including assistance in the areas of special expenses, such as childcare, or for students who have been historically underrepresented in higher education.
c. Salaries, grants, or scholarships for students participating in public and community service programs.
d. Salaries for students employed in campus student service programs such as tutoring, daycare, and peer counseling.

Section 4. Ineligible Use. EOF grants shall not be used for the following Purposes:

a. Replacement of existing University support for financial aid or student services.
b. Attempts to fund already-existing services and programs at existing levels that are currently funded by other sources.

Section 5. Process. The EOF Board shall allocate funds in the following manner:

a. The Treasurer and the EOF Chair shall be responsible for scheduling hearings with applicants and making the EOF Fund Application.
b. The applications and presentation recordings shall be due no later than February 15.
c. The Student Body Treasurer must notify the Student's Assembly of the Board's allocations no later than the last Student's Assembly meeting prior to the Joint Senate.
d. The EOF Board Chair shall notify the EOF applicants of their award allocations before the end of the spring semester.

Section 6. Considerations. Factors that the EOF Board shall consider include, but are not limited to, the following:

a. Past use of allocated funds. Each group that has received past funding shall submit summaries of expenditures. Groups must provide explanations for the existence of unused or leftover funds.
b. Overall merit in meeting eligibility requirements. Factors that should be taken into consideration are as follows:
    i. Degree of actual need met by proposal.
    ii. Effectiveness of the program's level of impact.
    iii. Impact upon the University community.
    iv. Degree of efficiency of the proposal.

Article XV. Student Money Management Services (SMMS) Advisory Board.

Section 1. Purpose. The purpose of the Student Money Management Services (SMMS) Advisory Board shall be to assess the needs of the Student Money Management Services (SMMS) Fee, analyze the impact it has on students, and present a Student Money Management Services (SMMS) Fee by the deadline set out in the Campus Fee Review process.This board shall meet, at least, once a month.

Section 2. Membership. The Student Money Management Services (SMMS) Advisory Board shall consist of the following members:

a. Two (2) voting student members appointed by the Student Body President, at least one (1) being a graduate student.
b. One (1) elected representative from the Finance Council,
c. One (1) elected representative from the Student Rights & Affairs Council,
d. One (1) elected representative from the Social Justice Council,
e. The Director of Student Money Management Services (SMMS) (ex officio, non-voting),
f.The Student Senate Treasurer (ex officio, non-voting).

Section 3. Function. The Student Money Management Services (SMMS) Advisory Board shall have the following charges:

a. The Board shall provide feedback on the services currently offered by SMMS, as well as identify areas that students still need assistance in in regards to personal financial management.
b. The Board shall assist with the creation and approval of the SMMS budget.
c. The Board shall assist with the preparation and presentation of the SMMS RCF Proposal to the Campus Fee Review Subcommittee.

Section 4. Additional Charges. The Student Money Management Services (SMMS) Advisory Board shall have the following additional charges, if no

additional charges are deemed necessary during the fiscal year this section shall be left blank:

Article XVI. Hilltop Childcare Advisory Board.

Section 1. Purpose. The purpose of the Hilltop Childcare Advisory Board shall be to assess the needs of the Hilltop Childcare Fee, analyze the impact it has on students, and present a Student Hilltop Childcare Fee by the deadline set out in the Campus Fee Review process. This board shall meet once a month.

Section 2. Membership. The Hilltop Childcare Advisory Board shall consist of the following members:

a. Two (2) voting student members appointed by the Student Body President, at least one (1) being a graduate student.
b. One (1) elected representative from the Finance Council,
c. One (1) elected representative from the Social Justice Council,
d. The Director of Hilltop Childcare (ex officio, non-voting),
e. The Student Senate Treasurer (ex officio, non-voting).

Section 3. Function. The Student Money Management Services (SMMS) Advisory Board shall have the following charges:

a. The Board shall provide feedback on the services currently offered by Hilltop, as well as identify areas that students still need assistance in in regards to accessible childcare.
b. The Board shall assist with the creation and approval of the Hilltop budget.
c. The Board shall assist with the preparation and presentation of the Hilltop RCF Proposal to the Campus Fee Review Subcommittee.

Section 4. Additional Charges. The Hilltop Childcare Advisory Board shall have the following additional charges, if no additional charges are deemed necessary during the fiscal year this section shall be left blank: