

Communications Committee

(Appendix to the Hendrix College Student Senate Bylaws)

Section I: Purpose:

The Communications Committee shall be responsible for ensuring adequate communication between the Senate and all facets of the Hendrix Community, especially the Student Association. Communications Committee will act as the publicity committee for the Student Senate. The committee's duties include, but are not limited to, ensuring that Senate notes are complete and promptly posted, ensuring the Senate website and social media sites are maintained and updated regularly, providing advertising for all Senate events, and organizing student outreach events. The committee may undertake other initiatives related to communications.

Section II: Membership:

The Communications Committee shall be chaired by the Secretary of the Senate.

Five (5) Senators shall serve on the Communications Committee.

The committee should choose at least Three (3) At-Large Members.

- At-Large Members shall be defined as members of the Student Association who have been invited to join the Communications Committee and attended at least 3 Communications Committee meetings. Upon attendance of the third meeting the Student Senate will vote to approve At-Large Members as official members of the Communications Committee.

A majority shall be necessary for all motions and shall be defined as one half of the membership plus one vote.

A quorum which shall be defined as one half of the membership plus one shall be necessary for committee business.

Section III: Attendance:

Members are required to attend all regular meetings called by the Secretary unless otherwise stated in the Bylaws of the Student Senate.

Section IV: Chair's Responsibilities:

The chair shall be responsible for planning, announcing, and presiding over regular meetings. The chair is responsible for maintaining a written record of all Communications Committee events, passwords, and procedures. The chair shall also deliver a report to the Senate as the committee deems necessary.

Section V: Amendments:

Amendments to this document shall be subject to a majority vote of Senate.

Updated 1/19/16