

KANSAS BOARD OF REGENTS STUDENTS' ADVISORY COMMITTEE

2017

PREAMBLE

Recognizing that student input in the decision-making process is necessary and desirable at the state level, and in order to set forth guidelines for developing internal operations and working relations with the Kansas Board of Regents, we, the student representatives of the six Kansas Board of Regents institutions, do hereby define and expound upon the Students' Advisory Committee created in 1975 by K.S.A. 74-3229 and as amended in 1991.

ARTICLE I

NAME

The official name of this committee shall be the Students' Advisory Committee, hereafter referred to as the SAC.

ARTICLE II

AUTHORITY

The authority for the creation of the SAC, and the functions, powers, and duties thereof, can be found in K.S.A. 74-3229.

ARTICLE III

FUNCTIONS, POWERS, AND DUTIES

The SAC shall be notified of all meetings of the Kansas Board of Regents and shall have the following functions, powers and duties:

- A. Attend all meetings of the Kansas Board of Regents;
- B. Make recommendations to the Kansas Board of Regents concerning course and curriculum planning and faculty evaluation;
- C. Advise and consult with the Kansas Board of Regents in the formulation of policy decisions on student affairs;
- D. Identify student concerns;
- E. Consider any problems presented to it by the Kansas Board of Regents and give advice thereon;
- F. Disseminate information to their peers concerning philosophies and standards of education developed by the Kansas Board of Regents and stimulate awareness of student rights and responsibilities;
- G. The SAC shall perform such other functions and duties, consistent with its statutory authority, as may be necessary to effectuate its purposes.

ARTICLE IV

PURPOSE

Students' Advisory Committee advises the Kansas Board of Regents on the formulation of policy decisions on student affairs, identifies student concerns, and stimulates awareness of student rights and responsibilities.

ARTICLE V

MEMBERSHIP

Section 1. Membership

- A. The SAC shall be composed of six (6) members who shall be the highest student executive officer elected by the entire student body at Emporia State University, Fort Hays State University, Kansas State University, Pittsburg State University, The University of Kansas and Wichita State University.

- B. The highest student executive officer elected by the entire student body at Washburn University shall serve as an ex-officio member

Section 2. Term Membership

- A. The members of SAC shall serve for terms officially beginning with the May KBOR meeting which will serve as a transition for new members with their term expiring at the conclusion of the following May.
- B. Should a member of the SAC be impeached or resign during their term, a replacement will be designated via the Constitution and Bylaws of the respective institution.

ARTICLE VI OFFICERS

Section 1. Composition

- A. The officers of SAC shall be the Chairperson and Vice Chair, based on the following rotation and will rotate at every May meeting of the SAC: University of Kansas, Kansas State University, Pittsburg State University, Emporia State University, Wichita State University, and Fort Hays State University

Section 2. Term of Office

- A. The officers of the SAC, barring resignation or recall, shall serve from the day of their selection until qualification of their successors.

Section 3. Recall of an Officer

- A. A motion for recall of an officer due to misfeasance, malfeasance or nonfeasance in office can be entertained at any meeting, provided the accused officer has been given two weeks previous written notice. An affirmative vote of four of the other five members is necessary for recall.

Section 4. Replacement of an Officer

- A. Upon resignation or recall, a successor shall be chosen to fill the unexpired term per the procedure for succession outlined in ARTICLE VI Section 1.

ARTICLE VII DUTIES OF THE OFFICERS

Section 1. Chairperson

- A. The duties of the Chairperson shall be to:
 - a. Preside over all meetings of SAC;
 - b. Act as the primary spokesperson of SAC;
 - c. Establish any and all internal committees of SAC as shall be deemed necessary;
 - d. Appoint members of SAC to serve on Kansas Board of Regents committees;
 - e. Call special meetings of SAC, with not less than one week advance notice;
 - f. Submit SAC agenda items to the Kansas Board of Regents and Kansas Board of Regents committees for consideration;
 - g. Coordinate the overall performance of SAC;

- h. Place in the official records a file of all information encountered in the performance of official duties for future reference;
- i. Prepare a written agenda for SAC meetings from information received from the individual student executives.

Section 2. Vice-Chair

- A. The duties of the Vice-Chair shall be to:
 - a. Record the minutes of all SAC meetings;
 - b. Distribute to appropriate parties copies of the minutes, information of concern of and official correspondence to and from SAC;
 - c. Develop and distribute, upon SAC approval, news releases on pertinent topics;
 - d. Assume the duties of the chairperson in absence thereof;
 - e. Place in the official records a file of all information encountered in the performance of official duties for future reference.

ARTICLE VIII MEETINGS

Section 1. Regular

- A. The SAC shall meet monthly during the official academic year, at a time and place determined by the Kansas Board of Regents.

Section 2. Special

- A. The SAC shall meet on the call of the Chairperson, providing at least one week advance notice has been given.

Section 3. Quorum

- A. A majority of SAC shall constitute quorum.

Section 4. Attendance

- A. While attendance is voluntary, it must be stressed that the viability of SAC is dependent upon active participation.
- B. If it is impossible for a SAC member to attend a Kansas Board of Regents meeting, a student representative from that institution shall be sent in the place of a SAC member.
 - a. Such a member shall have the right to participate and vote, but they shall not act as officers of SAC.
- C. This clause is meant to insure that the students of each institution are represented at each meeting.

ARTICLE IX ADVISORS

The Executive Director of the Kansas Board of Regents or his/her designee shall serve as an advisor.

- A. The duties of the advisor shall be to:
 - a. Advise and consult the members of SAC;
 - b. Oversee the selection of officers.

ARTICLE X
OFFICIAL RECORDS

All official records of SAC shall be housed in the Kansas Board of Regents' Office.

ARTICLE XI
RULES OF ORDER

The rules contained in the latest edition of Roberts Rules of Order shall govern proceedings of the SAC except in such cases that are governed by the Constitution or By-Laws.

ARTICLE XII
AUTONOMY OF THE MEMBERSHIP

A final vote of the SAC shall at no time prohibit any member from presenting an opinion tangent or differing from that of the SAC.

ARTICLE XIV
BY-LAWS

By-laws to this constitution may be adopted at any meeting of the SAC by a vote of any four members. After the by-laws have been adopted, they shall be amended only in accordance with provisions set forward in the by-laws themselves.

LONG-TERM SAC AGENDA

A Long-Term Agenda is critical for SAC since it helps to give SAC a broad vision for its goals, a focus for its activities and a sense of continuity. The 1990-1991 SAC established a beginning for a long-term agenda through the publication of its Policy Initiatives manual.

- A. The powers and duties of the Students' Advisory Committee as outlined in the K.S.A. 74-3229 include:
 - a. Making recommendations to the Kansas Board of Regents concerning course and curriculum planning and faculty evaluation;
 - b. Advising and consulting with the Kansas Board of Regents in the formulation of policy decisions on student affairs;
 - c. Identifying student concerns;
 - d. Considering any problems presented to it by the Kansas Board of Regents and giving advice thereon; and
 - e. Disseminating information to their peers concerning the philosophies and standards of education developed by the Board of Regents and stimulating awareness of student rights and responsibilities.

- B. The pivotal phrases in the law provide a basis for organizing an agenda for SAC to pursue:
 - a. What recommendations can SAC make to the Kansas Board of Regents concerning course and curriculum planning and faculty evaluation? What initiatives would students like to see in these areas?

- b. What advice and consultation can SAC give to the Kansas Board of Regents in the formulation of policy decisions on student affairs? What initiatives would students like to see in these areas?
- c. What student concerns can SAC identify to the Board?
- d. What problems has the Board presented to SAC for advice? What advice has SAC provided? What advice can SAC provide?
- e. What information can SAC disseminate to students concerning the philosophies and standards of education developed by the Kansas Board of Regents? What resources can SAC identify to disseminate this information?

PERSONAL CONSIDERATIONS

Board Meeting Schedule

The regular meeting date of the Board of Regents is the Wednesday before the third Friday of each month, excluding July and August.

Travel Expenses

Actual lodging expenses are reimbursed to a maximum of \$95 per night for in-state travel for SAC members attending meetings of the Board. Receipts are required. Receipts are also required for parking and similar expenses. Meal allowances are provided at \$12.50 per quarter for in-state travel, and mileage will be reimbursed at 56 cents per mile pursuant to state policy. Vouchers to claim reimbursement of travel expenses were given to your SAC representative last year and this tablet should be in your office; or from the receptionist in the Board office.

SAC Meeting Schedule

SAC meetings are usually held on the Wednesday of the Kansas Board of Regents meetings in the Board office.

Law Suits Against Members of SAC

In the unlikely event that a member of SAC is named as a defendant in a suit involving actions taken within the scope of their service to the Board, the member must personally notify the Attorney General within 15 days from the date process is served in order to obtain the coverage of the Kansas Tort Claims Act.

In any such case, the SAC member should check with the Board's General Counsel, who will assist the SAC member in preparing an appropriate letter of notification to the Attorney General.

Duties of SAC Members

- A. While there are numerous other groups which also serve in an advisory capacity to the Kansas Board of Regents (Board), the Students' Advisory Committee (SAC) is the only one which is created by law to do so. The same law which creates the SAC, K.S.A 74-3229, also sets forth its duties. They are as follows:
 - a. Attend all meetings of the Board except those held in executive or closed session;
 - b. Make recommendations to the Board concerning course and curriculum planning and faculty evaluation;
 - c. Advise and consult with the Board in the formulation of policy decisions on student affairs;
 - d. Identify student concerns;

- e. Consider the advice on any problems presented to SAC by the Board;
 - f. Disseminate information to fellow students concerning the philosophies and standards of education developed by the Board, and stimulate awareness of student rights and responsibilities.
- B. Membership Representation on Kansas Board of Regents
- a. Members of SAC will be appointed to a Kansas Board of Regents standing committees by the SAC Chair
 - b. At least one member of the Students' Advisory Committee will be appointed to serve on each of the following KBOR's Committees:
 - i. Board Governance Committee
 - ii. Board Academic Affairs Standing Committee
 - iii. Board Fiscal Affairs & Audit Standing Committee
 - c. Term Length
 - i. Members will serve a term length in conjunction with the term length of their membership on SAC
 - d. Responsibilities and Duties
 - i. Serve as a liaison between KBOR Committees and SAC
 - ii. Serve as a voice of all students in higher education in Kansas
 - iii. Will not serve as voting members of the KBOR Committees
- C. Some of these obligations are very straightforward. Others leave considerable room for interpretation. Taken together, they require members of SAC to (a) advise the Board as to items/issues which are of concern to students, (b) inform the Board of suggested actions to be taken with respect to items/issues affecting students, and (c) act as a liaison between the Board and the students within the Regents system.