Rackham Student Government
Board Meeting: August 16, 2012

Agenda

I. Call To Order

II. Approval of Agenda

III. Approval of Previous Minutes
   a. August 3, 2012* (p2)

IV. Officer Reports
   a. Graduate Student Body President, Michael
   b. Graduate Student Body Vice President, Kaitlin
   c. Graduate Student Body Treasurer, Alex

V. Committee Updates
   a. Academic Affairs* (p5)
   b. Budgetary
   c. Community Outreach & Social Action (p7)
   d. Legislative Affairs
   e. Student Life Committee *
   f. Bylaw Review Committee *

VI. Resolution F-12-01: Amend Continuous Enrollment Policy (first reading) * (p8)

VII. RSG Bylaws: First Reading on Changes proposed by the Bylaw Review Committee * (p11)

VIII. RSG Fall Elections Advertising Brainstorming

IX. Open Discussion

X. Adjournment

* - Item included in packet
** - Item will be provided on Day of Meeting or at Meeting
*** - Item was included in a previous packet
I. CALL TO ORDER: 6:37pm
   a. Present: Kaitlin Flynn, Michael Benson, Eli Benchell Eisman, Matt Waugh, Dan Trubman, Alex Toulouse, Pete McGrath, Alex Emly, Chris Tom, Bernardo Orvananos, Evan Arthur
   b. Absent: Andrew Crawford, Anna Belak, Lauren Knapp, Brandon Erickson, Vanessa Cruz
   c. Excused: Heidi Pedini, Matt Filter, Haven Allen, Ben Curtiss-Lusher, Matt Filter

II. APPROVAL OF THE AGENDA
   a. Motion by Dan and seconded by Chris. Approved unanimously.

III. APPROVAL OF THE PREVIOUS MINUTES
   a. July 19 2012. Motion to approve the minutes with the caveat that the date needs to be changed from 6/7 to 7/19 in the header. Moved by Pete and seconded by Chris, approved with three abstentions.

IV. OFFICER REPORTS
   a. President Michael Benson. Michael has been asked to nominate two individuals to serve as the grad student rep on the information technology advisory board. Open to board members or the student body at large. LAC is hosting a forum towards the end of the next term focusing on ballot issues and the like. Michael passes along the Rights and Duties of Tenants that is handed out to renters in the area. Dan asks about the city council issue of the leasing ordinance. Michael answers that the city council members spearheading this issue are not up for reelection and that we will hold fora including the undergraduates in the fall for community input.

   b. Vice President Kaitlin Flynn. We will not be able to take students to the Lions games this semester because group seating is not being sold due to increased demand for season ticket holders. We will try again next year. Kaitlin is also working on the flow chart for conflict resolution for Academic Affairs. Also the Brown Jug event was well attended.

   c. Treasurer Alex Toulouse. Alex has numbers for all of the Rackham co-sponsored events and is going to be transferring roughly $4000 from our account
to Rackham. Also Alex sent out an email about funding student groups and we’ve had one response.

V. Committee Updates
   a. Academic Affairs: Didn’t meet last week but we’re all working on individual projects to put forward the conflict resolution issue.
   b. Budgetary- nothing new to report.
   c. Community Outreach and Social Action- beach cleanup event on August 18, flyer going out soon. About a full day’s worth of work with transportation and snacks. Motion to approve the minutes by Alex E, seconded by Brandon. Approved with three abstentions.
   d. Legislative Affairs- Did not meet last week. Working on the summit and planning fora.
   e. Student Life Committee- Bar night in two weeks, possible Fuller pool event in August. Happy hours have been going really well with about 100 people in attendance.
   f. Bylaw Review- Motion by Kaitlin to approve the minutes, seconded by Alex T. Discussion about the process of bylaw review—all edits will be up for review and discussion when presented to the board on August 16 for first readings. Approved with two abstentions.

VI. Resolution to Disband the Continuous Enrollment Dispute Resolution Board- Policy discussion prior to first reading on 8/16/12
   a. Resolution in draft and Chris and Kaitlin will be editing. The policy is included in the packet for reference.

VII. NAGPS Health Insurance Discussion
   a. Lots of information has been included in the packet from two weeks ago. A short discussion continues about who wouldn’t be covered under GradCare (primarily Master’s, etc, roughly 15% of grad students are uninsured). The cost to us (Rackham or RSG) would be roughly $500 a year to offer this as an alternative to DSHP. This is an alternative to that current program. Chris motions to postpone the discussion for a month and seconded by Pete. Pete and Dan offer to send emails to gauge responses and Michael tasks student life with coming up with some sort of survey to send to the student body. Perhaps we could specifically target division III and IV with the survey. Survey back to the board by first board meeting in September. Motion is approved unanimously.

VIII. Student Safety Work Group Report Discussion
   a. Executive summary included in the packet. Chair of this committee will be coming to our meeting soon to talk about safety and how we can help implement some of these solutions.

IX. Open Discussion
   a. Chris asks when the first meeting of the semester will be and Michael says that the week or so after school starts we’ll resume.
   b. Tien Huei-Hsu’s defense is at 2pm next Wednesday, 8/8.
   c. Kaitlin brings up that some of her constituents have been screwed over for University Housing. Michael addresses that there has been a shortage and we will
pass a resolution showing displeasure. Dan asks if we can set up some sort of grad
tudent craigslist to help grad students find housing with other grad students.
d. Alex E asks about the status for the fall picnic and Michael says that we have
Gallup park but are trying to get Mitchell field. Also there are some catering
issues as well.
e. Brandon asks if we have any input for the Dean of Library Sciences.
X. **Adjournment-** Motion to adjourn by Chris and seconded by Kaitlin. Adjourned at
7:24pm.
I. CALL TO ORDER 6:35 pm

II. ROLL CALL OF MEMBERS
Present: Representatives Chris Tom, Anna Belak, Eli Benchell Eisman, Absent (excused): Representatives Pete McGrath, Haven Allen, Andrew Crawford, RSG Vice President Kaitlin Flynn, RSG President Michael Benson
Absent (unexcused):

III. CONFLICT RESOLUTION BOARD
a. Anna and Chris begin with discussion of the CEDR board policies, and it’s decided that most of the policies can be adapted nearly verbatim into the CRB. However, because CEDR deals exclusively with a student-oriented board, it has no method of enforcement for faculty that would be a necessary component of the CRB. This leads into a discussion on the enforcement aspects of the CRB. Specifically, whether or not the deans should get involved. The pro’s are that that power already resides there, and no other mechanism of enforcement is needed to be implemented. The con’s are that it takes power away from the board.
b. It was restated that ALL matters of student expulsion must go through the CRB checkpoint to look for solutions.
c. When Eli Benchell Eisman arrives, he provides an alternate solution, by giving the ‘teeth’ to the Office of Institutional Equity, which monitors harassment and discrimination and by virtue of being non-academic, completely bypasses the professor-student bias. OIE is the body that would be able to actually enforce faculty compliance on CRB decisions. This was well received by the committee.
d. EBE also goes on to give a significant update on his ongoing conversation with Darlene Ray-Johnson, with several recommendations for the mission statement and the language for the CRB. These include timeline for decisions, methods of gathering statements, accommodations that will be made for the students, etc. He will email the suggestions to the committee. It is noted by the Chair that Eli has done an excellent job.
e. The question of ‘what problem is too small’ for the CRB to handle, and the general consensus was ‘none’. Informal conflict resolution should always be the first step, but if those methods fail to arrive at an amiable conclusion, then any issue can be brought to the board.
f. Eli suggests that AAC host a graduate student Ombuds training event, put on by DRJ. This puts additional, grassroots resources on the ground for conflict resolution. This was also well received. Early on in the fall...
semester is an appropriate time, so we will begin planning and budgeting for that. Eli will talk with DRJ about this, and this is expected to be met with enthusiasm.

g. Kaitlin will e-mail progress on the CR flowchart to the committee.

IV. **ADJOURNMENT**: 7:15pm, the committee goes to Red Hawk
I. CALL TO ORDER 7:49 pm

II. ROLL CALL OF MEMBERS
Present: Representatives Alex Emly, Matt Waugh, Evan Arthur, Treasurer Alex Toulouse
Absent (excused): RSG Vice President Kaitlin Flynn, RSG President Michael Benson
Absent (unexcused):

III. Registering Student Organizations
   a. Things We Want on the Website:
      i. Name
      ii. Level of involvement expected from new members
      iii. # of activities per month
      iv. # of members
      v. Fee associated with joining (if there is one)
      vi. Description blurb (few lines)
      vii. Checklist of things they do (i.e. academic, social, networking)
      viii. Checklist of spam they would like to receive (i.e. community service based clubs would like to get COSAC emails)
      ix. Email contact
      x. External website link
      xi. Keyword search for input (i.e. “dance” or “cooking”)

IV. August Events
   a. Fuller Pool: Sunday August 5, first 150 free
   b. Potentially a second one on August 19
   c. Matt is calling Bab’s to get an event on Friday, August 17

V. Fall Picnic
   a. Fri Aug 31, hopefully Mitchell, backup is Gallup

VI. Dance Events
   a. One per week in September
   b. Alex E is getting in touch with those three people
   c. Cap it at the 10%
   d. Try to mimic Rackham’s thing with registering
   e. Send a registration closed email

VII. ADJOURNMENT: 8:17 pm
RESOLUTION TO AMEND THE CONTINUOUS ENROLLMENT POLICY

WHEREAS, The Rackham Graduate School (Rackham) implemented a policy of continuous enrollment (the policy) for PhD candidates in the Fall of 2010;
AND
WHEREAS, The Rackham Student Government serves as the official student government of the University of Michigan’s graduate school; AND
WHEREAS, The policy was discussed and improved during AY09, the academic year preceding the policy’s implementation; AND
WHEREAS, The RSG Board worked in collaboration with Rackham to include a dispute resolution board in the final version of the policy; AND
WHEREAS, the continuous enrollment dispute resolution board (CEDRB) has been in continuous existence since September 2010; AND
WHEREAS, over the course of academic years 2010 and 2011 no grievances reached the CEDRB; AND
WHEREAS, The Graduate School employs an Academic Dispute Resolution Policy for all academic grievances that do not arise out of the adoption of the Continuous Enrollment policy; AND
WHEREAS, Rackham’s Academic Dispute Resolution Policy and Procedures are available to Rackham students who have a dispute or disagreement with faculty or staff about the equity and fairness of decisions or procedures that affect their academic standing, the conduct of their research, and progress toward the degree. Such issues may arise regarding fair and equal treatment in the conduct of a class, in the pursuit of the student’s research, and in the grading or evaluation of academic work and research. Other issues may

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1 http://www.rackham.umich.edu/policies/dispute_resolution/continuous_enrollment_dispute_resolution_process/
2 Academic Affairs Committee Minutes from 2009 and 2010
3 Email from Dean Janet Weiss to President Benson, Dated April 2012
concern the equity and fairness of program, department or Rackham policies⁴; AND

WHEREAS, in her April 2012 communication to the RSG Board, Dean Janet Weiss has suggested that the CEDRB be disbanded; NOW ON BEHALF OF THE STUDENT BODY OF THE HORACE H. RACKHAM GRADUATE SCHOOL, BE IT

RESOLVED, that Rackham’s Continuous Enrollment Policy be amended to remove all references to the Continuous Enrollment Dispute Resolution Board and to replace them with the Rackham Dispute Resolution Board; AND BE FURTHER

RESOLVED, that a copy of this resolution, a copy of the updated policy, and a comprehensive, plainly written explanation of the removal of the CEDRB be sent to all current PhD candidates and pre-candidates within 90 days of the policy change’s effective date; AND BE IT FINALLY

RESOLVED, that the President of the graduate student body is empowered and directed to work with the Rackham Graduate School of the University of Michigan to put into place policies and procedures that reflect the will and intent of this resolution.

⁴http://www.rackham.umich.edu/policies/dispute_resolution/academic_dispute_resolution/
AUTHORS

Christopher Tuck Mung Baker Tom
Representative (Division 1), Rackham
Student Government
Chair, Academic Affairs Committee

Eli Benchell Eisman
Representative (Division 1), Rackham
Student Government
Chair, Community Outreach and Social
Action Committee

ATTEST

By Signing below, I certify the this resolution was dispatched by the RSG Board under the rules as prescribed in section IX of the bylaws and that the vote count appearing at the top of this resolution is accurate.

____________________________________
Kaitlin Flynn
Vice President, Rackham Student Government

PRESIDENTIAL ACTION

I, Michael Benson, President of the Rackham Student Body, do hereby approve / veto this resolution on this the _______ day of _____, 2012.

____________________________________
Michael L. Benson
President, Rackham Graduate Student Body
Article I: Authority, Rules, and Regulations
   Source of Power
   Definitions
   Rackham Graduate Student Government
   Amendments to the Bylaws
   Availability of the Bylaws
   Conflicts

Article II: Powers and Functions
   Rules
   Fees
   Appropriations
   Sponsorship
   Lobbying
   Representation
   Appointments
   Elections
   Bylaws
   Summer Operations

Article III: Infrastructure
   Committee Descriptions
   Committee Composition and Powers
   Committee Responsibilities
   Recall of Committee Members

Article IV: Executive Officers
   Officers’ Powers and Functions
   Officers’ Terms

Article V: Board Elections
   Elections
   Board Composition
   Terms
   Filling of Elected Seats
   Election Director
   Petitions

Article VI: Duties
   Board Procedures
   Board Obligations

Article VII: Recall and Appointment Power
   Recall
   Appointments to Vacated Seats

Article VIII: Funding Guidelines

Article IX: Resolutions
ARTICLE I

A. Source of Power. All power under these bylaws is derived directly from the University of Michigan's All Campus Constitution (amended and revised, March 2009), Article 1 (Student Governments on Campus), Section B (Governments), Section C (Democratically Constituted Governments), and the Compiled Code of the Michigan Student Assembly.

B. Definitions. As referenced in these Bylaws, the following terms shall have meaning as defined in this section.

1. “All-Campus Constitution” or “Constitution” shall refer to the All Campus Constitution as maintained by the Michigan Student Assembly.

2. “Rackham Graduate Student Government,” or “Rackham Student Government,” or “RSG,” shall refer to the University of Michigan Horace H. Rackham School of Graduate Studies student government established by the Constitution.

3. “CSG” or “Central Student Government” shall refer to the University of Michigan Board of Regents recognized central student government.

4. “Rackham” shall refer to the University of Michigan Horace H. Rackham School of Graduate Studies.

5. “University” shall refer to the University of Michigan.

6. “Campus” shall refer to the Ann Arbor campus of the University, to the exclusion of the Flint and Dearborn campuses.

7. “Student organization” shall refer to student-led groups recognized by the University’s Student Organization Account Services department (hereinafter referred to as “SOAS”).

8. “Bylaws” shall refer to this document.

9. “Graduate Student” or “Student” shall refer to students currently enrolled in Rackham, or are currently enrolled for the following academic semester in Rackham.

10. “Student Body” or “Students” shall refer to the students currently enrolled in the Horace H. Rackham School of Graduate Studies within a given academic year.

11. “The Board” shall refer to the legislative branch of the Rackham Student Government, consisting of all currently elected RSG representatives as well
as the Student Body President, Vice President, and Treasurer.

12. Authorized signer” shall be the president, vice president, or treasurer of RSG.

13. CSG Registered shall be all student organizations that annually register with the Michigan Student Assembly. Registered student organizations can be found on http://www.umich.edu/~maizpgs

14. “SAGE” shall refer to the Student Advocates for Graduate Education coalition founded in part by the Rackham Student Government.

C. Rackham Graduate Student Government. The Rackham Graduate Student Government shall consist of the Board, the executives, and the Board’s committees: the budgetary committee, the academic affairs committee, the elections committee, the student life committee, and the legislative affairs committee. RSG shall be the only recognized graduate student government by and within the Rackham Graduate School, the Central Student Government (CSG), and the University.

D. Amendments to the Bylaws.

1. Any amendment to the Bylaws must be presented to the Board 7 days before its first reading. A second reading may take place no sooner than 6 days after the first reading.

2. An amendment to the Bylaws shall not be considered by the Board unless both the standing Bylaw and the proposed Bylaw are presented together in hardcopy to all members of the board at a RSG general meeting where a vote on the proposal is scheduled by the President.

3. An amendment to the Bylaws shall not be considered by the Board if the amendment creates a conflict within the Bylaws or a conflict between the bylaws and the Constitution. Such a conflict may be raised as a point of order by any voting member of the Board. Should a conflict be detected following a successful vote by the Board, the President will veto the resolution and thus declare it void.

4. Amendments will be adopted with a two-thirds majority vote of the Board present and voting at the 2nd reading. Amendments are in effect 14 days after a passing vote unless otherwise noted in the amendment, with the exception of changes to student fees.

E. 5. Any amendment that shall modify student fees must be approved by Student body-wide, majority vote during either a scheduled fall or winter seat election. Fee adjustments approved by the student body will be presented by the
President to the Board of Regents of the University of Michigan for their approval. Amendments must be recorded in RSG meeting’s official minutes. **Availability of the Bylaws.** The Bylaws must be posted on the RSG website. Electronic copies must be made available to any member of the student body upon request.

**F. Conflicts.**

1. Any conflict or ambiguity arising between the Bylaws and the Constitution shall be resolved in favor of the Constitution.

2. Any conflict or ambiguity arising between the Bylaws and any other student government code (including CSG) shall be resolved by the Central Student Judiciary on a case by case basis.

**ARTICLE II**

**A. Rules.** RSG shall create rules and/or sanctions for the governing of students within the Graduate School. Any such rules adopted by RSG shall be presented to the Dean for her review and approval.

**B. Fees.** RSG shall levy fees to Students, as approved by majority vote of the Student body, pursuant to Article I, Section C of the Constitution.

**C. Appropriations.** RSG shall keep, manage, and appropriate monies collected under Article II, Section B of the Bylaws and all other sources of income.

   a. No funds may be appropriated by RSG board members to purchase food or beverages for RSG members in conjunction with official board meetings.

**D. Sponsorship.** RSG shall appropriate funds to CSG registered Student organizations for programs designed to enhance and improve the Graduate Student community pursuant to the rules contained in these bylaws.

**E. Lobbying.** RSG shall lobby for the interests of Students within the University and externally to federal, state, and local entities as deemed appropriate by the Board.

**F. Representation.** RSG shall represent the interests of the Student Body to all school, university, and external entities.

**G. Appointments.** RSG shall be the sole appointer of Student representatives for all University committees requesting graduate student views and input.
H. Elections. RSG shall hold semester elections for candidates. Elections may include referenda.

I. Bylaws. RSG shall establish Bylaws in order to exercise their powers and to carry out the functions described herein.

J. Summer Operations. RSG shall remain in force throughout the entire calendar year.

K. Referenda. RSG shall send to the student body such questions as it deems necessary by a majority vote. Such questions can be informational, such as to gauge the general opinion of the student body on a given issue, or binding such that the outcome of the vote will be binding on RSG policy decisions.

ARTICLE III

A. Committee Descriptions.

1. Budgetary Committee (BC)

Composition: 7 or more members

Required Members: Treasurer (Chair)
President
Vice President
4+ current Board members, 1 from each division

a. The Budgetary Committee shall be required to maintain five active members for the purposes of divesting Student funds democratically. In the event the Budgetary Committee falls below the required five members, the Budgetary Committee duties and powers detailed in III.A.1.b. of these Bylaws are rescinded until membership requirement is met. Until met, all funding requests shall be presented directly to the Board.

b. The Budgetary Committee is responsible for receiving, reviewing, and authorizing all funding requests from Student organizations by majority vote up to, but not in excess of, $700 dollars. Requests made for over $700 shall be presented to the Budgetary Committee, after which the Committee shall recommend the amount to fund to the Board for approval. Lack of Board approval will result in further Board discussion followed by a vote. Student Groups requesting funding may request to present their proposal to the Board.

c. The Budgetary Committee, with the action power described in III.A.1.b of the Bylaws, is required to maintain minutes. These minutes shall
include the individual voting records of all members for all funding requests. Minutes shall be taken by the treasurer and kept for four years before disposal. Minutes shall be presented to the Board.

d. The Budgetary Committee may hold its fiscal deliberations electronically. In such a case, all committee members will be required to participate in the discussion in a timely manner. Individuals that do not contribute to a discussion, without the approval of the Treasurer shall automatically relinquish their vote on the pending matter(s). Repeated lack of participation shall be cause for removal from the Committee by the Board. Unless otherwise specified by the Treasurer, a timely manner shall be considered to be 5 business days.

e. Student organizations granted funding by the Board shall be required to produce itemized receipts and an Event Report to the Treasurer prior to receiving funds.

f. All rules contained in these bylaws as well as in the allocation email from the RSG Treasurer must be adhered to in order to receive reimbursements. Article VIII specifically addresses organization funding requests.

g. Five percent (5%) of the estimated yearly budget shall at all times be kept in reserve for emergency costs. These funds shall not be considered available for funding Student organizations. Use of this reserve shall only be authorized by a majority vote of the Board and the concurrence of both the Treasurer and the President.

h. Disbursements of $700 or less shall require one authorized signature.

i. Disbursements of over $700 shall require the signature of the treasurer. (with the approval of at least one other authorized signer.)

j. Final funding levels for each accepted student organization request for funding of over $700 shall be recommended by the Budgetary Committee and voted upon by the Board. The Board may hear from the organization requesting funding and may modify the Budgetary Committee’s recommendation. A simple majority vote shall be required to approve funding up to $1,500. Funding above this level shall require a super majority as well as the affirmative vote of at least one executive.

2. Student Life Committee (SLC)
   Composition: Open Enrollment
   Required Members: 4 current Board members
a. The Student Life Committee shall address all non-academic needs and concerns of the Student Body. Additionally, the committee shall serve to help unite the Student body through the hosting of large communal events designed to stimulate student social interaction. Specific attention shall be given to creating/hosting events that are inter-departmental, that strive to create a welcoming atmosphere for minority groups and that help to unite both central and northern sub-campus locations.

b. The Student Life Committee shall present funding requests directly to the Treasurer by the 2nd week of the term. Upon approval by the Treasurer, the request shall be presented to the Board for review and approval. The committee is not exempt from the funding guidelines found in article VIII of these bylaws except when such an exemption is requested and approved by a 2/3rds majority vote of the Board.

c. The Student Life Committee shall be required to host at least three major Student social events per winter and fall semesters. One major social event during the spring and summer months shall be held, funding permitting.

3. **Academic Affairs Committee (AAC)**

   Composition:  Open enrollment

   Required Members:  3 current Board members

   a. The Academic Affairs Committee shall address academic & programmatic needs of the Student body to the Rackham Administration. These issues shall include, but are not limited to, financial aid, fellowships, grants, awards, summer funding, and academic policies.

   b. The Academic Affairs Committee shall present Budget requests directly to the Treasurer by the 2nd week of the term. Upon approval by the Treasurer, the request shall be presented to the Board for review and approval.

4. **Elections Committee (EC)**

   Composition:  Open enrollment

   Required Members:  Vice President or Treasurer(Chair)* (The Vice President shall chair the committee in the fall term. The Treasurer shall chair the committee in the Winter term.)
4 current Board members (1 from each Division)
1 Election Director

a. The Elections Committee shall provide active advisement and procedural help to the Election Director, aiding him/her in running a smooth and timely election each fall and winter term.

b. The Elections Committee will receive and be copied on any and all elections related correspondence to ensure transparency between the Elections Director and the committee.

c. The Elections Committee shall propose any changes to RSG’s election policy no later than ((6)) 4 weeks prior to a given election.

d. The Elections Committee will assist the executives in the solicitation for and the selection of an election director.

e. The Elections Committee shall present Budget requests directly to the Treasurer by the 2\textsuperscript{nd} week of the term. Upon approval by the Treasurer, the request shall be presented to the Board for review and approval.

5. **Community Outreach & Social Action Committee (COSAC)**

   Composition: Open enrollment
   Required members: 2 current Board members

   a. The Community Outreach & Social Action Committee will work collaboratively with the SLC and the AAC as well as non-RSG related service organizations in order to provide a diverse array of volunteer opportunities to the graduate student body, with focus on providing service to the greater Ann Arbor citizenry. While the primary role of RSG is to enhance the academic and social lives of Graduate Students attending the University of Michigan, a special emphasis will also be placed on fostering youth scholarship in the surrounding communities.

   b. The Community Outreach & Social Action Committee shall present Budget requests directly to the Treasurer by the 2\textsuperscript{nd} week of the term. Upon approval by the Treasurer, the request shall be presented to the Board for review and approval.

6. **Legislative Affairs Committee (LCom)**

   Composition: Open enrollment
   Required Members: President (must be chair or co-chair)
   Vice President
   4 current Board members
a. The Legislative Affairs Committee will collaborate with external advocacy organizations such as the Student Advocates for Graduate Education (SAGE) coalition, the Michigan Association of Graduate and Professional Students (MAGPS), and the National Association of Graduate and Professional Students (NAGPS) to promote the legislative agenda of the student body.

b. The Legislative Affairs Committee will work with the City of Ann Arbor and Washtenaw County to promote the local interests of the Student Body.

c. The Legislative Affairs Committee will work with the State and Federal Governments, as well as other entities beyond the University to promote the interests of the Student Body.

B. Committee Composition and Powers.

a. The Vice President will, with the advice and consent of the President and Treasurer, nominate members of the Board to sit on RSG’s various committees by the 2nd meeting of each semester.

b. Each committee shall have a chair or co-chairs.

c. Chairs are voted on in committee with the exception of the Budgetary Committee and the Legislative Committee and will be presented to the Board for Confirmation by its (the Board’s) 3rd meeting each semester.

d. Committees with open enrollment may include any number of non-RSG members or Associate Members at the discretion of the committee chair, the vice president, the president, or with the approval of the Board.

e. No committee shall act on issues outside of its stipulated responsibilities described herein without prior authorization from the Board.

f. Committees may be created on a temporary basis for special projects. The formation of ad-hoc committees shall be approved by the Board without the requirement of an amendment. Ad-hoc committees do not have any power of action and serve only as advisory panels to the Board. Full committee status requires a 2/3 majority vote by the Board and inclusion into the bylaws, formally stipulating composition and duties.

C. Committee Responsibilities.

1. Meetings

a. Committees shall meet bi-weekly and at the discretion of the
chair.

b. The chair of each committee shall establish the time and location of each meeting, providing at least 48 hours’ notice to committee members, and provide an electronic copy of the committee’s preliminary agenda to committee members and upon a written request, to members of the student body.

3. Minutes

a. Each committee chair shall ensure that minutes are recorded for each meeting. These minutes will be sent to the committee’s members within 5 days of the meeting for review and approval.

b. Each committee chair will submit approved minutes to the Board within 2 days of approval by the committee.

c. Minutes will be presented in a format provided by the Vice President.

d. Minutes will include meeting attendance as well as an accurate record of the committee’s deliberations, decisions, and future plans.

4. Oral Reports

a. Each committee chair shall be required to report any and all committee activities to the Board at each general meeting.

b. The chair of each committee shall be responsible for maintaining a written record of meeting attendance. Attendance is required and must be emailed to the Vice President within one week the meeting

c. The chair(s) of each committee may appoint a vice-chair from within the committee’s membership. The selection / election of a vice chair will be reported to the Board. A vice chair shall be responsible for taking minutes and for chairing in the elected chair’s absence as well as for any other tasks so delegated by the chair.

5. Budget

a. Each committee must present to the Treasurer a budget no later than the second week of the term. Committee chair(s) will take the lead in forming these budgets under the guidance of the Vice
D. Recall of Committee Members.

1. Any committee member including the chair may be removed from their position on the committee by a majority vote of the Board in the event of:
   a. The accumulation of 2 unexcused absences in a given academic term. Absences may be excused by the chair when requested in writing.
   b. Failure to report committee activities to the Board for two consecutive meetings (where committee activities have occurred).
   c. A motion by another member or chair of the committee, and a majority vote in favor by the Board.

2. Any committee member including the chair who is up for recall by majority vote shall be given an opportunity to address the Board. Following this speaking opportunity, the Board will vote by secret ballot. The ballots will be counted by the executive officers.

3. The President may, with the consent of either the Vice President or the Treasurer temporarily remove a committee member or chair. Temporary removal shall be voided upon the next regularly scheduled meeting of the Board.

ARTICLE IV

A. Officers: Powers and Functions.

1. President: The president shall:
   a. Be the chief executive officer of RSG, President of the Graduate Student Body, and shall preside at Board meetings with the power to vote.
   b. Be authorized to speak on behalf of the RSG Board, its committees, and the graduate student body at large.
   c. Be an authorized signer on all RSG accounts.
   d. Be an ex-officio voting member of all RSG committees.
   e. Set the time, dates, and frequency for all general Board meetings, set the general Board meeting agendas, and chair general Board meetings.
   f. Maintain an updated roster and attendance record for the Board's
g. Provide voting members with excused absences as deemed necessary and appropriate, subject to appeal by the Board.

h. Vacate a representative’s seat upon the accumulation of three (3) unexcused absences.

i. Provide ultimate oversight and management of RSG’s paid staff members.

j. Create, Charge, and oversee Ad-Hoc committees for specifics projects and interests.

k. In the event of either the vice president or treasurer being recalled/removed and/or unable to fulfill his/her duties as described in these bylaws, nominate a successor. The Board will either confirm or reject that nomination. If rejected, the nomination process recommences.

l. Represent the Student body as a voting member of the Rackham Executive Board, the governing administrative body of the Graduate School.

m. Chair the Legislative Affairs Committee

n. Be an ex-officio voting member of all RSG committees

o. Be the University of Michigan’s official delegate to the Student Advocates for Graduate Education.

p. Upon leaving office, be responsible for training his/her replacement with respect to their new duties during the two weeks following the election of a new president.

q. Present a report either orally or in writing to the Board at each meeting detailing his/her presidential activities.

r. Appoint members of the graduate student body to university committees as appropriate.

2. **Vice President**: The Vice President shall:

a. Be the chief operating officer of RSG, Vice President of the Graduate Student Body, and shall be a member of the Board meetings with the
power to vote.

b. Be an authorized signer on all RSG accounts.

c. Take minutes at regular Board meetings.

d. Coordinate the activities of RSG committees, including collecting and publishing committee meeting minutes.

e. Provide management for RSG’s paid staff.

f. Be an ex-officio voting member of all RSG committees.

g. Present a report either orally or in writing to the Board at each meeting detailing his/her vice presidential activities.

h. Be an ex-officio voting member of all RSG committees

i. Be an official delegate to the Student Advocates for Graduate Education

j. If unable to attend a meeting, submit his/her report in writing to the president no later than 48 hours after the meeting. Assume all the powers of the president in the event that the president is unable to fulfill his/her duties as described in these bylaws and/or is recalled/removed.

k. Manage RSG’s communications activities including appointment, subject to Board approval, of a newsletter editor, serving as editor for all communications emails, and manage RSG’s social media presence including Facebook and Twitter.

l. When chairing the Board meeting, appoint a temporary secretary to take minutes from among the present Board members if the treasurer is unavailable. If the vice president assumes chairing duties, the treasurer shall take the minutes.

m. Upon leaving office, be responsible for training his/her replacement with respect to their new duties during the two weeks following the election of a new vice president.

3. **Treasurer:** The Treasurer shall:

a. Be the chief financial officer of RSG with oversight authority of all RSG accounts and financial transactions.

b. Be an authorized signer on all RSG accounts.
c. Chair the Budgetary Committee
d. Be an ex-officio voting member of all RSG committees
e. Recommend to the Board a salary, consistent with the bylaws, for all RSG paid staff members.
f. Prepare a budget with the advice and consent of the President by the 3rd Board meeting of each semester for adoption. Failure by the Board to adopt the treasurer’s proposed budget after the 5th meeting of a given semester shall constitute automatic approval.
g. Disburse funds appropriated by the Budgetary Committee and the Board as provided for in the Bylaws.
h. Compile an RSG budget at the beginning of each academic term including committee budgets, representative project budgets, executive discretionary accounts, and other potential expenses.
i. Compile an RSG Funding report at the end of each term.
j. Manage the approved RSG budget.
k. Report at every general Board meeting the current state of the RSG budget and all RSG accounts, including pending credits and debits.
l. If unable to attend a meeting, submit his/her report in writing to the president no later than 48 hours after the meeting.
m. Have the authority to interpret the spirit and intent of funding articles of these bylaws and to implement the same subject to approval by the President.
n. Complete a full funding report at the close of the fall, winter, and spring/summer semesters for which s/he was appointed detailing all expenditures. This report shall be submitted to the Board and published to the Student body.
o. Upon leaving office, be responsible for training his/her replacement with respect to their new duties during the two weeks following the election of a new treasurer.
p. Present a report either orally or in writing to the Board at each meeting detailing his/her Treasurer activities.
q. The treasurer is responsible for producing a detailed Budget for each fall, winter, and spring/summer term, presented to the Board no later than the 4th week of the academic term. Budgets shall be approved by a majority vote of the Board and shall be posted on the RSG website, and hardcopies shall be made available to any interested Student.
r. The Treasurer will produce a detailed spending report at the conclusion of each academic term. This report will include all funds budgeted and expended as well as all submitted event evaluation forms. The Board will review the report and approve it if correct by the 3rd week of the following
semester. Approved funding reports will be placed on the RSG website and made available to any interested Student.

4. **Events Director/Secretary**: The Events Director/Secretary shall:
   
   a. Be responsible for event calendaring, ensuring that RSG’s calendar of sponsored events is manageable given the number of seated representatives, as well as other external time commitments, including federal holidays and academic breaks.
   
   b. Be responsible for event planning, by developing a process for committee chairs and representatives to develop their events and to present them for approval to the RSG board in a timely manner. This process should be developed in concert with the Treasurer and the Vice President who will have oversight respectively of the financial and communications aspects of the proposed events. Once approved by the executive board, the Events Director will meet with each of RSG’s committees to implement the new process.
   
   c. Be responsible for coordinating and responding to requests from student groups to co-host events, whether in person or by email.
   
   d. Be responsible for compiling and calendaring a list of events to be held at the beginning of each semester and present this document to the RSG Board by the second meeting of the semester.
   
   e. Review all RSG sponsored events within 14 calendar days of an RSG sponsored event’s conclusion. The Events Director will work with the event’s planner(s) to construct a written report to the executives and the Board of the event which will, at a minimum, contain the following:
      
      I. A detailed ‘How To’ guide for future chairs or representatives on how to hold the event.
      
      II. A detailed financial accounting showing both what was budgeted and what was actually spent.
      
      III. Recommendations as to what went well and what could be improved upon should the event be held again.
      
      IV. Recommendations as to if the event should be hosted again by RSG or if there is a more appropriate host.
   
   f. Be an ex-officio co-chair of the following RSG Committees: Academic Affairs, Community Outreach and Social Action, Legislative Affairs and Student Life.
   
   g. Have approval authority for all RSG sponsored events. Prior to an event being sponsored by RSG, the Events Director will review the proposal and will either approve or reject the event plan. Events may be rejected for any of the following reasons: incomplete proposal, overlap with other RSG events, lack of person power to successfully run the event or any other reason approved by another executive.
h. Have the power to modify event plans as necessary to ensure that RSG’s overarching theme(s) and messages are being delivered.

i. Report to the Executive Board.

j. Follow the appointment terms: the President will nominate and appoint a representative or associate representative to serve as Events Director. This appointment shall be subject to appeal by the Board.

k. Vacancy of this position due to resignation or removal will be filled by the President by or at the next regularly scheduled RSG Board meeting.

B. Officers’ Terms.

1. Newly elected officers begin their terms with the commencement of the new semester. The president and vice president shall assume their duties on the first day of classes of the spring semester. The treasurer and events director shall assume his/her duties on January 1\textsuperscript{st}.

ARTICLE V

A. Elections. RSG general elections shall be held on dates determined by CSG. The election timetable and rules are found in Article V of CSG’s Compiled Code.

B. Board Composition. The Board shall consist of currently enrolled Students as follows:

1. Representation for the Board shall be divided among the four major Divisions defined by Rackham:

   • Biological and Health Sciences
   • Physical Sciences and Engineering
   • Social and Behavioral Sciences
   • Humanities and the Arts

2. There shall be one representative for each 400 Students or major fraction thereof presently enrolled in each of the Divisions. A major fraction thereof shall mean that the remainder is greater than 200 Students after the number of Students in the Division is divided by 400. Each Division must receive at least one representative, regardless of size.

   a. The basis for deciding a Student’s appropriate Division by his/her current area of study for the purposes of election shall be determined by Rackham. Current Division listings, as of March 1, 2012 are as follows:
## Division I - Biological and Health Sciences

<table>
<thead>
<tr>
<th>Acute Care Nursing</th>
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<tbody>
<tr>
<td>Bioinformatics</td>
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<tr>
<td>Biological Chemistry</td>
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<tr>
<td>Biostatistics</td>
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<tr>
<td>Cancer Biology</td>
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<tr>
<td>Cell and Developmental Biology</td>
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<td>Cellular and Molecular Biology</td>
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<tr>
<td>Cellular Biotechnology</td>
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<tr>
<td>Chemical Biology</td>
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<tr>
<td>Clinical Research</td>
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<tr>
<td>Clinical Research Des and Statistical Analysis</td>
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<tr>
<td>Community Health Nursing</td>
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<tr>
<td>Dental Hygiene</td>
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<tr>
<td>Ecology and Evolutionary Biology</td>
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<tr>
<td>Endodontics</td>
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<tr>
<td>Environmental Health Sciences</td>
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<tr>
<td>Environmental Justice</td>
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<tr>
<td>Epidemiological Science</td>
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<tr>
<td>Epidemiology</td>
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<tr>
<td>Genetic Counseling</td>
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<tr>
<td>Gerontological Nursing</td>
</tr>
<tr>
<td>Health and Health Care Research</td>
</tr>
<tr>
<td>Human Genetics</td>
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<tr>
<td>Immunology</td>
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<tr>
<td>Industrial Ecology</td>
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<tr>
<td>Industrial Health</td>
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<tr>
<td>Kinesiology</td>
</tr>
<tr>
<td>Landscape Architecture</td>
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<tr>
<td>Medical Scientist Training Practice</td>
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<tr>
<td>Medical Surgical Nursing</td>
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<tr>
<td>Medicinal Chemistry</td>
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<tr>
<td>Microbiology and Immunology</td>
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<tr>
<td>Molecular and Cellular Pathology</td>
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<tr>
<td>Molecular and Integrative Physiology</td>
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<tr>
<td>Molecular, Cellular and Developmental Biology</td>
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<tr>
<td>Natural Resources and Environment</td>
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<tr>
<td>Neuroscience</td>
</tr>
<tr>
<td>Nursing</td>
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<tr>
<td>Nursing Business and Health Systems</td>
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<tr>
<td>Nutritional Science</td>
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<tr>
<td>Oral and Maxillofacial Pathology</td>
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<td>Oral Health Sciences</td>
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<tr>
<td>Orthodontics</td>
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<tr>
<td>Parent-Child Nursing</td>
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<tr>
<td>Pediatric Dentistry</td>
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<tr>
<td>Periodontics</td>
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<tr>
<td>Pharmaceutical Sciences</td>
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<tr>
<td>Pharmacology</td>
</tr>
<tr>
<td>Physiology</td>
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<tr>
<td>Program in Biomedical Sciences</td>
</tr>
</tbody>
</table>
Division II - Physical Sciences and Engineering

Aerospace Engineering
Aerospace Science
Applied and Interdisciplinary Mathematics
Applied Physics
Applied Statistics
Astronomy and Astrophysics
Atmospheric and Space Science
Atmospheric, Oceanic and Space Sciences
Biomedical Engineering
Biophysics
Chemical Engineering
Chemistry
Civil Engineering
Complex Systems
Computer Science and Engineering
Construction Engineering and Management
Design Science
Earth and Environmental Sciences
Electrical Engineering
Electrical Engineering-Systems
Environmental Engineering
Financial Engineering
Geology
Industrial and Operations Engineering
Macromolecular Science and Engineering
Materials Science and Engineering
Mathematics
Mechanical Engineering
Naval Architecture and Marine Engineering
Nuclear Engineering and Radiological Sciences
Nuclear Science
Physics
Plasma Science and Engineering
Science, Technology and Public Policy
Science, Technology, and Society
Scientific Computing
Space and Planetary Physics
Statistics

Division III - Social and Behavioral Sciences
Anthropology
Anthropology and History
Applied Economics
Asian Studies: China
Asian Studies: Japan
Business Administration
Cognitive Science and Cognitive Neuroscience
Communication
Culture and Cognition
Economics
Education
Education and Psychology
Educational Studies
Greek and Roman History
Health Behavior and Health Education
Health Service Organizations and Policy
Health Services Research
Higher Education
History
History and Women's Studies
Information
Latin America and Caribbean Studies
Lesbian/Gay/Bisexual/Transgender Queer Studies
Modern Middle Eastern and North African Studies
Political Science
Psychology
Psychology & Women's Studies
Public Administration
Public Policy
Public Policy and Economics
Public Policy and Political Science
Public Policy and Sociology
Real Estate Development
Russian and East European Studies
Russian, East European and Eurasian Studies
Social Work and Social Science
Sociology
South Asian Studies
Southeast Asian Studies
Survey Methodology
Urban and Regional Planning
Urban, Technological, and Environmental Planning
Women's Studies and Sociology

Division IV - Humanities and the Arts

African American Diasporic Studies
African Studies
Afroamerican and African Studies
American Culture
Arabic Studies
Architecture
Art
3. A president, who shall be President of the Graduate Student Body of the University of Michigan, along with a vice president, each with full voting rights.

4. A treasurer, who shall act as the principal financial officer for RSG and chair of the Budgetary Committee, with full voting rights.

C. Terms.

1. Two elections shall be held each year, on the same timeline as those of CSG (Central Student Government). One shall be held during November, and the other shall be held during March. Officers and Representatives shall hold their elected seats for one-year terms. One half of the seats apportioned
to each division shall be elected in the Fall with the other half being elected in the Winter.

2. The President and Vice President of the Graduate Student Body shall be elected by the student body on a single ticket during the Winter election.

3. The Treasurer shall be nominated by the President and Vice President from and among the current and former RSG membership after the fall election has concluded. The treasurer will assume office for a one-year term upon confirmation by the new Board. A 2/3 majority of the board, including the President and Vice President is required to confirm the treasurer.

4. Each representative’s one-year term shall begin with the following semester. March electees shall assume office beginning the spring semester. November electees shall assume office beginning the winter semester. Upon election, and prior to taking office as an elected representative, all representatives elect shall be considered associate members.

D. Filling of Elected Seats.

1. For any given Division with multiple vacancies during an election cycle, the candidate with the most votes is awarded the first seat. The candidate with the second highest vote total receives the second seat, and so forth.

2. In the event of a voting tie between two candidates for one seat, the newly constituted Board shall vote at the first general Board meeting of the new term. In the event of a Board voting tie, the votes of representatives of the Divisional candidates in question shall decide. In the event of a Divisional voting tie, the winner will be determined by the president at the first regularly scheduled General Board meeting after the election results were determined.

3. President/vice president: The executive officer positions shall be filled together on a single ticket. They shall be elected by general Student body vote in the winter term. In the event of a tie, the newly constituted Board shall vote to determine the winner at the first general meeting of the spring/summer term. In the event of a Board voting tie, the treasurer shall determine the winner.

E. Election Director (ED).

1. Eligibility: The election director shall be a currently enrolled University student. The director may not be a Board member or any student currently running for office in RSG. The director may, however, be a current Board member who is not up for reelection.
2. Recruitment: If an Elections Director cannot be found amongst the Board by a majority vote, the election director shall be recruited through a campus-wide email sent by RSG no later than 49 days prior to the election (as determined by CSG). If no suitable candidate is approved from the student body, the Elections Director position will be filled by the Executive whose term is not up (VP in the Fall, Treasurer in the Winter).

3. Appointment: The Board shall appoint the election director by majority vote no later than 39 days in advance of any general election.

4. Salary: If the Elections Director is not an RSG board member, a salary of $300 shall be paid for services rendered. Under extraordinary circumstances, the Board, with the recommendation of the Elections Committee, the Treasurer, and the President may approve a salary bonus for the ED of up to a maximum of $200. All monies will be paid upon successful (as determined by the Board) completion of a given election cycle.

5. Duties:
   a. The ED shall report weekly to the president with updates on candidates and election progress.
   
   c. The ED shall report the current status of the elections including preparations, advertising, candidate applications, and the like to the Board at least once a week upon his/her confirmation by the Board and until the election is completed, as determined by the President.
   
   d. The ED shall work with the EC to advertise the election to the student body including the ability to run for any open Board positions as encouraging maximum voter turnout.
   
   e. Once a year, prior to the Fall election, the ED shall consult the Office of the Registrar to verify current enrollment numbers to determine the current, appropriate number of seats per Division. No later than one month prior to the election, the ED shall email Graduate to seek candidates for representative seats and advertise the election.
   
   f. No later than 5 p.m. ((16)) 5 days prior to the start of the election, candidates must, via email to the ED, indicate their intention to run. The ED shall consult the Office of the Registrar to verify current enrollment status and Divisional membership of candidates.
   
   g. The ED shall collect all candidate names and information and submit them online to the voting website no later than ((12)) 1 day prior to the election, at which point a sample official ballot will be posted for public viewing.
   
   h. The ED shall maintain the voting website and ensure its proper
function.

i. The ED shall remain available during the full voting period and answer all questions received from candidates.

j. The ED shall notify the Board and all candidates of election results no later than (24 hours) 5 business days after vote counts have been completed. These results will be posted on the RSG website within 24 hours of notice to the Board being presented.

k. The ED shall ensure that each candidate who has won a seat has received a minimum of 2 votes in the election.

l. The ED shall ensure that in the event of a tie for a seat, the candidates will present themselves at the following RSG Board meeting for a discussion and the Board will decide the outcome of the election by a majority vote.

m. The ED shall receive active advisement and support from the Elections Committee and members of the Board not seeking election.

5. Removal: The board may remove the ED for failure to perform duties, as determined by a majority vote of the Board. Should the ED be removed, any promised salary shall be forfeited. Selection process shall then recommence. Should the ED be removed from office too close in time to an election (as judged by the Board), the President or his designee will fulfill the remaining roles of the ED without financial compensation. The treasurer will reallocate the ED’s forfeited salary accordingly.

F. Petitions.

1. Petitions, amendments, and ballot questions may be submitted to the Student body during a general election for campus vote. The Board must approve all such items by majority vote no later than 14 days prior to the general election. Questions to be placed on a general election ballot may not be approved during a first reading.

ARTICLE VI

A. Board Procedures.

Membership

a. Elected Members

1. Elected Members are all Board members who have been elected by the
student body during a regular or special election or elected by the Board to fill a vacancy.

2. Elected Members include the president, vice president, and the treasurer.

3. Only Elected Members may vote on official business during Board meetings.

4. Each Elected Member must be a member of at least one RSG committee as defined in these bylaws.

5. Each Elected Member must plan, execute, or attend at least two non-meeting RSG events each academic term (fall, winter, and spring/summer).

b. Associate Members

1. Associate Members are all non-elected members who show a continued interest in RSG proceedings.
   
a. Individuals may become an RSG Associate Member by attending 3 consecutive Board meetings or by attending 3 consecutive committee meetings.

2. An Associate Member may only vote as a member of an RSG committee.

3. Associate Members may participate in Board discussions and debates.

4. Associate Membership shall expire at the next regularly scheduled election as defined in the All Campus Constitution.

5. Associate Members are limited to a single term. Exceptions must be requested in writing and approved by the Board.

e. Appointed Members

1. Appointed members are all non-elected members of RSG that have been jointly nominated by the President and Vice President and confirmed by a majority vote of the Board to serve in a specific leadership role for RSG.

2. With the exception of the RSG Treasurer, appointed Members will not be given a vote on the Board.

3. The President and Vice President may notify members of the Graduate Student Body of any vacancy in an appointed position.
f. Student Body
   1. Members of the student body not included in sections a, b, or c above shall be allowed and encouraged to attend RSG Board and committee meetings and to provide information to the Board and its committees when requested. These members will not be allowed to participate in RSG debates or discussions without the permission of an Elected Member.

2. Quorum: Quorum shall consist of half of all non-vacant voting seats, rounded up.

3. Roll call: Each general meeting shall commence with a roll call attendance conducted by the Vice President. This attendance report will be included in the meeting’s minutes.

4. Minutes: Minutes shall be approved electronically or at the next General Board meeting. Minutes shall be posted on the RSG website (by the Vice President) for all Board members at least 72 hours in advance of the next General Board meeting.

5. In accordance with the Constitution, no RSG member shall receive monetary compensation from RSG for services rendered.

6. Board meetings shall be open to the Student body.

B. Board Obligations.

   1. Attendance: All RSG members are required to attend general meetings. After the accumulations of three (3) unexcused absences, the member is immediately recalled. Elected Members must also attend a minimum of two RSG sponsored events each semester.

   2. Excused absence: Any RSG member may receive an excused absence from the president provided permission is requested at least 48 hours prior to the general meeting, or within five (5) days subsequent to the absence for reasons deemed appropriate by the president.

   ARTICLE VII

A. Recall. For conduct deemed inappropriate by members of the Board, a recall vote may be initiated against another representative and/or officer. A board member shall be considered recalled after a seconded motion and 3/4 majority vote of the Board.
B. Appointments to Vacated Seats.

1. Board members: In the event of a vacancy due to recall, election to an officer position, graduation, resignation, or any other reason, the Board may canvass the Student body via email to invite interested Students to serve as Representatives for the remainder of the term. Any Associate (non-voting, but regularly participating) Member in the same Division as the vacated seat shall be included in the Board’s consideration during the appointment process. Vacancy shall be filled by majority vote. The appointed representative shall only serve out the remainder of the previous representative’s term. This appointment power shall be voided within one month of a general election.

2. Executive Officers:

   a. President: If the president cannot fulfill his/her duties as described in these bylaws or is recalled, the vice president shall assume presidential duties.

   b. Vice President: If the vice president cannot fulfill his/her duties as described in these bylaws or is recalled, the president shall nominate a successor. The Board will either confirm or reject that nomination. If rejected, the nomination process recommences.

   c. Treasurer: If the treasurer cannot fulfill his/her duties as described in these bylaws or is recalled, the president and vice president shall nominate a successor. The Board will either confirm or reject that nomination. If rejected, the nomination process recommences.

ARTICLE VIII

A. Funding Guidelines.

1. The Board and its Budgetary Committee will consider funding requests from all CSG-registered student organizations. Requests for event funding will be reviewed on a first-come, first-served basis. Groups requesting greater than $700 in funding are required to make a presentation to the Board at a regularly scheduled Board meeting. Groups requesting less than $700 may be required to make a presentation, at the discretion of the treasurer.

2. (A maximum of two requests per organization shall be funded in a given academic year.)

3. The Board and its Budgetary Committee will not consider retroactive funding
requests.

4. The Board and its Budgetary Committee will not consider funding requests submitted fewer than fifteen business days prior to an event. This restriction may be waived by the Treasurer on a case-by-case basis.

5. All monies appropriated for a funding request will be for specific items originally listed in a submitted budget. Where budget items are originally approved but have less or no expense actually incurred, excess appropriated funds will be forfeited. Funds cannot be reallocated to budget items not previously approved by the Board.

6. The guidelines contained in the following four clauses will be used by the RSG Budgetary Committee and the Board in making decisions about funding requests. Each request will ultimately be considered on its individual merits.

7. The following are likely to be funded:
   a. Academic events
   b. Cultural events
   c. Proposals that are well written with a detailed budget, including expenses and expected/secured income
   d. Events which are public and held on campus
   e. Community service events involving or benefiting graduate students
   f. Projects that may need start-up funds but which will become self-sustaining in a short period of time
   g. Events that involve more than 100 graduate students and/or have at least 25% graduate student participation
   h. Programs designed to enhance quality of life for the Student body.

8. The following are not likely to be funded:
   a. Parties
   b. Events not open or easily accessible to the entire UM community
   c. Publications which do not positively impact the UM community
   d. Events that, in our judgment, should be receiving funds from some other obvious, appropriate source
   e. Club sports
   f. Proposals from social fraternities or sororities
   g. Proposals from lobbyists
   h. Capital goods
   i. Activities exclusive to the membership of one organization
j. Film and photo development/photographers/videographers
k. Loans
l. Political lobbying

9. The following may require additional information prior to consideration:

   a. Food
   b. Honoraria
   c. Travel
   d. Requests from the Central Student Government.
   e. Guest Speakers (biographies, prior speaking engagements)

10. The following will not be funded:

   a. Alcohol
   b. Drugs
   c. Medication
   d. Charitable contributions
   e. Projects in which students are receiving course credit for completion
   f. Human resources (coaches, secretaries, employees)
   g. Late fees/penalties of any type
   h. Proposals with non-itemized budgets
   i. Plaques/trophies/prizes
   j. Scholarships/stipends/awards
   k. Events intended for participation by the entire graduate student body if that event is scheduled for a day that is identified as a major holiday on the calendar of University sanctioned holidays.
   l. Proposals from individual students (RSG will only accept funding requests from CSG-registered organizations)

B. Organization Funding Reports

1. Upon a Board or Budgetary Committee decision to fund a group, the treasurer will send an email to the group’s contact person that designates the date – 30 days after the event takes place – by which a report and receipts are due. A detailed event report, provided by the treasurer in that email, must include the number of students in attendance, the percentage of graduate students attending, a summary of how the event went, as well as a financial breakdown. ((Receipts for reimbursement must be attached to this report and mailed to the treasurer’s campus address given at request approval.)) The group must provide receipts showing verification that items purchased correspond to items funded, e.g., itemized receipts (credit card statements are acceptable). The receipts must be delivered to the treasurer via email. Organizations failing to meet this deadline will forfeit any appropriated funds and will be excluded from requesting/receiving RSG funding until at least the end of the current
semester pending any appeal to the Board. This exclusion may be extended by a majority vote of the Budgetary Committee. Under circumstances beyond an organization’s control, the treasurer may extend this deadline provided groups send timely and reasonable requests for such an extension.

2. Per Section A, Clause 3, items in funding reports not approved by the Board will not be reimbursed.

ARTICLE IX

A. Resolution Types.

1. A sense of the Board (SB) shall be an official statement on behalf of the student body as articulated by the Board.

2. A Board Resolution (BR) shall be an official policy declaration of the student body as articulated by the Board. Board resolutions shall be binding on all officers, members, and committees of RSG for matters pertaining to RSG internal business. In the case where the subject of a BR is external to RSG, The President shall transmit the approved BR to the Dean for her review and approval.

B. Format.

1. Every RSG resolution shall contain the following:

   i. A title.
   ii. A unique resolution number.
   iii. A set of descriptive clauses, explaining the rationale for the resolution and providing support for any operative clauses contained within the resolution.

   iv. A minimum of one operative clause directing action in the case of a BR or stating an opinion in the case of a SB.

      1. The first operative clause in a BR shall have a format “Therefore be it resolved by the Rackham Student Government on behalf of the student body of the Horace H. Rackham Graduate school that”

      2. The first operative clause in a SR shall have a format “Therefore, on behalf of the student body of the Horace H. Rackham Graduate school and articulated by its elected representatives, it is the sense of the Board that”
v. The signature upon final vote of the Vice President or his/her designee to the vote count and that the process to consider a resolution as outlined in this article and in Roberts Rules of Order was followed.

vi. The signature of the President approving or vetoing the final passage of the resolution.

C. Voting

1. All voting members of the Board shall be able to vote on RSG Resolutions.

2. The President, when chairing deliberations of a resolution shall only vote on the final passage thereof to make or break a tie vote.

3. The Vice President, will retain his/her full vote on the final passage of a resolution, regardless of if chairing the Board.

4. The Treasurer, will retain his/her full vote on the final passage of a resolution, regardless of if chairing the Board.

D. Student Body Input

1. Upon a motion, second, and majority vote by the Board any resolution may be postponed to a time certain to allow for formal input from the student body.

2. Unless waved by a 2/3rs majority of the Board, a vote to adopt a BR will be out of order unless a public hearing on the BR has been advertised and conducted.

E. Public Hearings

1. Board resolutions serve as official statements of policy and as such require input from the student body.

2. Prior to the second reading of a BR, notice shall be posted to the RSG website as well as to the student body via each department / program’s graduate coordinators, and via an email to the graduate student body that a resolution shall be coming to a vote. The notice shall include the title of the resolution, a short description of the resolution including objective pros and cons, and the date / location of the meeting where the Board will consider the resolution.

F. Executive Veto
1. Resolutions not approved by the President within 1 week of passage by the Board shall be in full force and approved. Resolutions vetoed by the President shall be presented to the Board at its next regularly scheduled meeting. The resolution shall be accompanied by a memo indicating the rationale for the veto. Upon a motion, second, and 2/3rds majority vote of the Board, the veto shall be overridden and the resolution shall be in full force.

G. Publication

1. Upon the final adoption and approval of a resolution, a signed version of shall be posted to the RSG website and included in the Board's minutes.
2. Copies of the approved resolution should also be transmitted to the Michigan Daily, the Michigan Voice, CSG, and members of the Student Body (upon request).