Rackham Student Government
Board Meeting: August 28, 2013
Agenda

I. Call To Order

II. Approval of Agenda

III. Approval of Previous Minutes
   a. August 14, 2013

IV. Officer Reports
   a. Graduate Student Body President, Phil
      i. New format for board meetings- update (Fall)
   b. Graduate Student Body Vice President, Kaitlin
   c. Graduate Student Body Treasurer, Chuky

V. Committee Reports
   a. Legislative Affairs
      i. RSG Bylaws
      ii. Fall election forum
   b. COSAC/Student Life
      i. Munger Resolution SB-W-13-1: First Reading
      ii. Canoe event
   c. Academic Affairs
      i. Bill of Rights—update on editing process
      ii. Meeting with Registrar and Dean Godfrey
   d. Budgetary
   e. Communications
      i. Email and website update

VI. Open Discussion

VII. Adjournment

Included in packet:
RSG Board Minutes August 14, 2013
LAC August 21, 2013
RSG Bylaws- Edited Version
RSG Bylaws- Current Version
Munger Resolution
a. **CALL TO ORDER:** 7:12pm

b. **Present:** Kaitlin Flynn, Phil Saccone, David Malewski, Michael Lang, Yiting Zhang, Julian Bahr, Chuky Mbagwu, Alex Guiterrez, Michael Benson

c. **Absent:**

d. **Excused,** Chris Tom

II. **APPROVAL OF THE AGENDA**

   a. Motion to approve by MB and seconded by ML, 8-1-0 approved.

III. **APPROVAL OF THE PREVIOUS MINUTES, 7/31/13**

   a. Motion to approve by MB with the amendment to change the location from Duderstadt to Rackham. Approved unanimously.

IV. **OFFICER REPORTS**

   a. **President Phil Saccone:** Thanks to Kaitlin for filling in for Phil at short notice the last two meetings. Phil has sent out an executive report summary to inform us what he’s been up to. He and MH met with Paula Wishart to talk about career services and things for graduate students. They went in with the objective of trying to pitch the idea of a graduate student career fair. Paula feels that with the breadth and depth of the graduate school it would be hard to get representatives from PhD-hiring companies to come to campus. Paula is more useful for career preparation for graduate students. Overall both parties agreed that the communication of Rackham’s career services should be increased to get more participants.

   i. **CSG Commission on Graduate Student Engagement:** This is a committee set up by CSG that we are looking to get representation on from RSG. This will help us begin to fully integrate CSG with RSG’s concerns. Kaitlin will be applying to be the commission chair. Phil also mentions that any board members interested in serving on the commission should join as well.

   b. **Vice President Kaitlin Flynn.** T-shirts for the board have been ordered and paid for per the design that was approved by the board a few weeks ago.

   c. **Treasurer Chuky Mbagwu:** 3 event requests have been submitted and we will need to act on one of them sooner rather than later. Chukey is trying to settle out the rest of the finances before the Fall begins. ~$20,000 in the account with ~$9,000 yet to be settled.
V. COMMITTEE REPORTS
   a. Academic Affairs:
      i. Conflict Resolution Flowchart: Phil has updated the conflict resolution flowchart after his meeting with Darlene Ray Johnson. Discussion ensues about how to make it most effective and clear. Kaitlin mentions that some wording needs clarifying and formatting to remove shadows also should take place. Motion by MB to approve the flowchart per the boards edits and seconded by MH. Approved unanimously.
      ii. Bill of Rights and Guide to Best Practices: Dean Weiss doesn’t feel like in its current form that the Bill of Rights document is going to pass the Rackham Executive Board. Phil would like to create a document in parallel to have a plan B that focuses on the best practices. The plan for the Bill of Rights is to clean up the language to be more businesslike and less activist-like. Then we will present the document to the REB. This is important because we’d like to have the discussion on the issues that REB members may find contentious. The other continued issue that we face is that Rackham is so diverse that may not be a “one size fits all” kind of document. Michael suggests that we wait until we have a full board before we approve the revised Bill of Rights document. More comments from the board to clarify the intent of each document and the process. Kaitlin motions to submit and approve the minutes from the Academic affairs committee meeting and this motion is seconded by MB. Approved with one abstention.
   b. Budgetary: No meeting has taken place.
   c. COSAC/Student Life: Munger building update: Phil is meeting with Greg Merrit tomorrow to discuss the negative reception on the focus group for the graduate student dorm. RSG voiced some displeasure but for the most part it was other students who wildly objected. The bottom line is that it’s going to be a very expensive and unusual situation with high rent and no one at the focus group said that they would be interested in living there. We will also be drafting a sense of the board resolution soon to officially voice our displeasure. Brooke mentions that we should include the comments from the Facebook post. Phil also thinks it would be a good idea to host a forum to get more student responses. MB mentions that we should certainly have a public hearing to go along with our sense of the board resolution. MB moves that we hold a public hearing during the first month of board meetings of the school year to allow students to speak their minds on the issue and get more feedback as well as direct the Student Life committee to draft the resolution. Motion and seconded by MH. Approved unanimously.
      i. Fall Picnic: we have a bounce house, sandwiches, a DJ, and games for Friday August 30. Mandatory that all board members come for the picnic. The picnic is from 5-8. There will be three volunteer shifts spanning the picnic. Phil will send out a Doodle for people to sign up for shifts.
      ii. Canoe event: Canoeing from Argo to Gallup and doing a river clean up as a volunteer effort. The event will run from 5-7pm or so. MB motions to
submit and approve the minutes and the motion is seconded by Chuky. It’s approved unanimously.

d. **Communications:** New website and email system are coming online shortly in 4 phases. The first one will go up this weekend in Beta version with committee and Rep information and new features will launch over the next month. The basic information (minutes and others) will be updated prior to the start of the school year. The email list will also be coming online. Motion to approve and receive the minutes from the Communications committee meeting by Kaitlin and seconded by MB. Approved unanimously.

e. **Legislative Affairs:** Meeting last week had people selecting Congressional members to make phone calls to for the SAGE calls on graduate student loan rates. Motion by MB to receive and approve the minutes from last meeting and seconded by ML. Minutes approved unanimously. Editorial amendments for the attendance will take place. The SAGE fall summit is coming up. The sharing of best practices is a key component of the fall summit and MB has sent out the questions that we use to collect best practices information for editing prior to being sent out to the entire coalition.

VI. **Open Discussion:** Fall Semester Meeting format: We have gotten feedback in the past that the time commitment has been overwhelming during the fall semester. One solution we have come up with is to move to a biweekly board meeting format with the alternate weeks holding committee meetings in the same locations. Round robin discussion on this idea. ML suggests that we still hold weekly board meeting because of turnaround times. MH suggests that we meet biweekly but with more responsiveness to committee-related email. Yiting mentions that we should make sure to include enough time for our visiting speakers. MB is unsure that our idea will work given history of the organization and the pace of the Fall schedule. Kaitlin mentions that this was mainly her idea and that there were plenty of meetings last year that went up to three hours. Additionally we had a representative resign over the time commitment and her frustration with the board meeting length. Kaitlin says she’s not 100% sure this will work but it could be worth a shot. Alex feels like weekly meetings are helpful and even though his commute takes him a while he feels it’s worth it to get through all of the issues that RSG needs to take care of. Chuky feels that a weekly board meeting will probably be most useful for the progress of our initiatives. Informal poll: 9-1-1 would try it. Please fill out the poll for the board meeting time Kaitlin sent out.

VII. **Adjournment:** Motion by MB and seconded by MH, adjourned at 8:38pm.
I. **CALL TO ORDER:** 7:35PM
   
a. **Present:** Michael Hand, Michael Lang, Michael Benson, Phil Saccone, David Barton, Julian Bahr

b. **Absent:**

c. **Excused:** David M.

II. **APPROVAL OF THE AGENDA**
   Chair's Report
   2. Response to Congressional outreach initiative - Phil
   3. Lease Signing Fora Discussion
   a. Date Selection
   b. Format
   c. Invitees
   4. RSG Bylaws (A draft with the proposed changes is attached. anything that is struck-through is to be deleted and anything that is highlighted is to be added.)
   5. SAGE Questionnaire
   6. Open Discussion

III. **APPROVAL OF THE PREVIOUS MINUTES**
    Move by Julian second by lang. Approved with one abstention.

IV. **CHAIR’S REPORT**

V. Response to Congressional outreach initiative
   Saccone: I called representatives about student loans and student initiatives. For the most part responses were positive. I got in touch with the legislative aid in charge of education in most of the offices I called. Phil discusses the potential cons of current affairs such as tying student loans to a 10-year treasury. Phil pressed representatives about why there is not parity between undergraduate and graduate student loans.
   A few people we could not get through to because they were on vacation. I sent e-mail. John Dingle’s office has not responded to my e-mail as of yet.
   I am following up with these offices in the near future.

   Julian: is there a benefit to calling the same office more than once?
   Benson: not for this particular issue though for many yes
   Saccone: don’t call for SAGE, but feel more than free to call as an individual graduate student. This would be highly beneficial.
Benson: thank you so much for calling for this. SAGE response was a little lacklusted; however, for a Michigan response we were very nimble. We did a lot. Go us. and again thank you all for being apart of this.

VI. Lease Signing Fora Discussion
Benson: we would like to have the fora in late September either in Rackham or in the angle hall auditoriums. In early October, we would then go ahead and do one on north campus. We should have these dates by the next meeting. We’ll discuss format and who is invited. Please start talking this up and getting people aware that this is going on. Again, encourage people to come.

Election fora:
Benson: We have a number of contented city council seats with a number of students running. What does the committee think about inviting the city council candidates to come and meet students.
Saccone: my concern is only budgetary.
Benson: this will be at the end of October early November.
Benson: it would be $250 at most. We have free access to Rackham rooms.
Benson: I will type a brief synopsis of this for the board.
Benson: additionally, I want to get our budget for the fall squared up ahead of time. This will help everyone. Please bring preliminary budgeting ideas and quotes to the next meeting. This way we can easily meet the deadline by the first or second board meeting of the fall.
Julian: who will be at the fora?
Benson: landlord associations, city council, us, students, and a few others.

VII. RSG Bylaws
We edit the bylaws
See attached document for specific edits.

Benson: Duties.
Julian: Duties.
Phil: Duties.
Lang: Duties.
Hand: Duties.
David: Duties.
DOOTYZ

Move by Hand second by Julian to approve the changes to the bylaws and submit them to the board. Roll call vote:
Lang yea
Benson abstain.
Phil yea
Julian yea
Hand yea
David yea
Bylaw edits are approved and will be submitted to the board for approval.

VIII. SAGE Questionnaire
Julian: I think we need to have a best practices question.
Benson: the point of the questionnaire is to provide practical information. The fall summit uses this questionnaire as a basis through which they discuss best practices.
Phil: this isn’t designed as a best practices list. This is just what we do. When we have a best practices meeting we discuss, through conversation, and come to a consensus what a “Best Practice” is and how we can implement it.
Benson: one thing we could include is “what was a major change in your university in the past year”? “what was a major accomplishment by your government?”
“What is your government’s social media presence and how often do you use/utilize it?”
“Is it effective?”

From email:
Michael Hand Feedback:
My feedback:
1.6. I would prefer "fully autonomous or independent" to "supreme" keeping the explanation that is there. Supreme sounds strange for a representative system.
1.13.7. he-> he/she
1.17 missing verb "is" I assume
1.18 + if yes, is it a strict maximum number of terms or is it a limit on consecutive terms.
1.32.2 I think you mean who is eligible to receive funds. "Students for the violent overthrow of the RSG" could request funds, they just wouldn't get them.
1.32.7 you explain pro-active, you should also explain retro-active
1.36 you explain pro-active but not memoranda of understanding... This should be explained as well.
2.46/47 unclear from context who "government" is, I assume RSG equivalent, but it could be mistaken for some actual university government
2.50 the cross-references need updating.
2.51 include the "or statement of rights and responsibilities" both times the BOR is referenced.
3.XX what about local issues?

Michael Lang Feedback:
I Agree with Hand on his edits and would add:
1.12: who-->whom
2.55: update cross-referencing
2.58: This might be me, but I didn't understand the terms student government and graduate student union within the context of this question until I had read it 4-5 times.

Julian Bahr’s Feedback:
I think the questionnaire asks for some good information but it doesn't ask for any opinion. For example, it asks how their governments are organized but it doesn't ask if they actually think it is effectively organized, or if they are in the midst of trying a new thing (like we are with meeting schedule). I think more questions like that might be informative for deciding on best practices. These are the first couple that popped into my head, I'm sure there are better ones.

How would you categorize the influence you have with the university administration?

What practices have helped or hurt your ability to advocate to the administration for your constituents? (frequency or type of meetings, who is in the meeting, where and how they are set up, etc.)

Have you or are you planning on changing how your student government is run and why? (organization of the governing body, frequency of meetings, funding/compensation mechanism, etc.)
How do you reach out to your constituency? what works and what doesn't?

Benson: you have until Friday if you want to add additional questions.  
Phil: how long will this be?  
Benson: no more than 60  
Phil: I think it would be good to have a highlighted section for people that don’t want to fill out the entire questionnaire/don’t so that we can get some basic, core information.

IX. OPEN DISCUSSION
We discuss our federal and state specific interests. Phil spiritedly discusses the state of Medicaid and Medicare law within the state.

X. ADJOURNMENT at 9:28pm.
Rackham Graduate Student Government

Bylaws

Draft revised: August 27, 2013
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Bylaw I
Authority, Rules, and Regulations

SECTION I.1. 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 B2 (Governments), Section C3 ( Democratically Constituted Governments), and the Compiled Code of the Michigan Student Assembly Central Student Government.

SECTION I.2. DEFINITIONS As referenced in these Bylaws, the following terms shall have meaning as defined in this section.

(a) “All-Campus Constitution” or “Constitution” shall refer to the All Campus Constitution as maintained by the Michigan Student Assembly Central Student Government.
(b) “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.
(c) “CSG” or “Central Student Government” shall refer to the University of Michigan Board of Regents recognized central student government.
(d) “Rackham” shall refer to the University of Michigan Horace H. Rackham School of Graduate Studies.
(e) “University” shall refer to the University of Michigan.
(f) “Campus” shall refer to the Ann Arbor campus of the University, to the exclusion of the Flint and Dearborn campuses.
(g) “Student organization” shall refer to student-led groups recognized by the University’s Student Organization Account Services department (hereinafter referred to as “SOAS”).
(h) “Bylaws” shall refer to this document.
(i) “Graduate Student” or “Student” shall refer to students currently enrolled in Rackham, or are currently enrolled for the following academic semester in Rackham.
(j) “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.
(k) “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.
(l) “Authorized signer” shall be the president, vice president, or treasurer of RSG.
(m) “CSG Registered” shall be all student organizations that annually register with the Michigan Student Assembly. Registered student organizations can be found on https://maizepages.umich.edu/
(n) “SAGE” shall refer to the Student Advocates for Graduate Education coalition founded in part by the Rackham Student Government.
SECTION I.3. 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.

SECTION I.4. AMENDMENTS TO THE BYLAWS

(a) 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.

(b) 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 hard copy to all members of the board at a RSG general meeting where a vote on the proposal is scheduled by the President.

(c) 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.

(d) 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) 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 and their corresponding roll-call votes must be recorded in RSG meeting’s official minutes.

SECTION I.5. 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.

SECTION I.6. CONFLICTS

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

(b) 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.
Bylaw II
Powers and Functions

SECTION II.1. 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.

SECTION II.2. 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.

SECTION II.3. APPROPRIATIONS RSG shall keep, manage, and appropriate monies collected under Bylaw II.2 and all other sources of income.

SECTION II.4. 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.

SECTION II.5. 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.

SECTION II.6. REPRESENTATION RSG shall represent the interests of the Student Body to all school, university, and external entities.

SECTION II.7. APPOINTMENTS RSG shall be the sole appointer of Student representatives for all University committees requesting graduate student views and input.

SECTION II.8. ELECTIONS Each year, RSG shall hold semester two elections for candidates to serve on the RSG Board. The Board may, by a simple majority vote order additional elections for other purposes. Elections may include referenda.

SECTION II.9. BYLAWS RSG shall establish maintain these Bylaws in order to exercise their powers and to carry out the functions described herein.

SECTION II.10. SUMMER OPERATIONS RSG shall remain in force throughout the entire calendar year.

SECTION II.11. 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.
Bylaw III
Infrastructure

SECTION III.1. COMMITTEE DESCRIPTIONS

(a) BUDGETARY COMMITTEE (BC)
Composition 7 or more members
Required Members: Treasurer (Chair)
President
Vice President
4+ current Board members, 1 from each division
Such additional board members as the Vice-president may slate. The total size of the committee may not exceed ten members.

(i) Quorum: A minimum of five members must be present (in person or electronically) for the committee to conduct business. In the event that there are ten members on the committee, quorum shall instead be set at six.

(ii) Representatives on the Budgetary Committee: In addition to the three executives, the Budgetary Committee is required to have at least one member from each of the four Rackham divisions. No graduate program within a division can be represented more than once, excluding the graduate student body executives, without 2/3rds approval of the board. In the event that there is no sitting representative from a division, or the member or members from that division cannot serve, the Vice-President may nominate a board member from a graduate program that is already represented on the Committee.

(iii) 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 is unable to attain a quorum for a meeting, and the business before the committee is pressing, the Treasurer will notify the President and the Board shall assume the Budgetary Committee’s duties and powers detailed in III.1.a.iv of these Bylaws to resolve the committee’s pending time-sensitive business.

(iv) The Budgetary Committee is responsible for receiving, reviewing, and authorizing all funding requests from Student organizations by majority vote. Student Groups requesting funding may request to present their proposal to the Committee.

(v) The Budgetary Committee, with the action power described in III.1.a.iv 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 on the RSG website. Minutes shall be presented to the Board consistent with the general rules for committee minutes as provided for in these bylaws.

(vi) 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 re-
moval from the Committee by the Board. Unless otherwise specified by the
Treasurer, a timely manner shall be considered to be 5 business days.

(vii) Student organizations granted funding by the Board shall be required to pro-
duce itemized receipts and an Event Report to the Treasurer prior to receiving
funds.

(viii) 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.

(ix) 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.

(x) Within 3 business days of a funding decision, the Treasurer or his/her designee
shall notify the requesting organization of the committee’s decision, including
its rationale and any stipulations provided by the committee. The requesting or-
ganization shall also be notified of its option to appeal the committee’s funding
decision to the Board. Appeals must be submitted electronically to the President
no later than 5 business days after the committee’s original decision is emailed
and no less than 7 business days before the requesting organization’s proposed
event is scheduled to commence.

(xi) Funding limit. In the instance where the Budgetary Committee votes to allocate
over $1,000 to an organization or event, the funding request and the commit-
tee’s vote will be presented to the Board at the next regularly scheduled Board
meeting. The Board will be given an opportunity to ask questions regarding the
event and the funding process. Members of the Board may, by a simple majority
vote deny the budgetary committee’s allocation. In the event that an allocation
is denied by the Board, the committee will re-convene to reconsider its allocation
in light of the Board’s vote and its directives to the committee.

(b) STUDENT LIFE COMMITTEE (SLC)
Composition Open Enrollment
Required Members: 4 current Board members

(i) The Student Life Committee shall address all non-academic needs and con-
cerns 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 creat-
ing/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.

(ii) The Student Life Committee shall present funding requests directly to the Tre-
surer 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 Bylaw NUMBER of these bylaws
except when such an exemption is requested and approved by a 2/3rds majority vote of the Board.

(iii) 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.

(iv) The Community Outreach and Social Action Subcommittee. SLC shall maintain a standing sub-committee that shall work collaboratively with the full student life committee, other RSG committees, 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.

(c) **ACADEMIC AFFAIRS COMMITTEE (AAC)**
Composition: Open Enrollment
Required Members: 3 current Board members

(i) 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.

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

(d) **ELECTIONS COMMITTEE (EC)**
Composition: 4 or more members
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

(i) 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.

(ii) The Elections Committee shall receive and be copied on any and all elections related correspondence to ensure transparency between the Elections Director and the committee.

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

(iv) The Elections Committee shall assist the executives in the solicitation for and the selection of an election director.

(v) The Elections 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.
(vi) In the event that any member of the Elections Committee decides to run for election, a replacement shall be appointed by the President, with the approval of the Board.

(e) **COMMUNITY OUTREACH & SOCIAL ACTION COMMITTEE (COSAC)**

Composition: Open Enrollment  
Required Members: 2 current Board members

(i) 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.

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

(f) **LEGISLATIVE AFFAIRS COMMITTEE (LCOMLAC)**

Composition: Open Enrollment  
Required Members:  
- President (must be chair or co-chair)  
- Vice President  
- 4 current Board members

(i) 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.

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

(iii) 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.

**SECTION III.2. 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 2\(^{nd}\) meeting of each semester.

(b) Each committee shall have a single 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, or as directed by the President or Vice-President.

(f) Committees may be created on a temporary basis for special projects by either the President through an executive order, or by a majority resolution as approved by the Board. A resolution or executive order that creates an ad-hoc committee must specify the committee’s charge, composition, lifespan, chair, operating procedures, and privileges (financial, etc).

SECTION III.3. COMMITTEE RESPONSIBILITIES

(a) MEETINGS

(i) Committees shall meet at least bi-weekly and at the discretion of the chair.

(ii) 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.

(b) MINUTES

(i) 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.

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

(iii) Minutes will be presented in a format provided by the Vice President.

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

(c) ORAL REPORTS

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

(ii) 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.

(iii) 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.
(d) **Budget**

(i) Each committee must present to the Treasurer a budget no later than the second regular meeting of the term. Committee chair(s) will take the lead in forming these budgets under the guidance of the Vice President.

**SECTION III.4. RECALL OF COMMITTEE MEMBERS**

(a) 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:

(i) The accumulation of 2 unexcused absences in a given academic term. Absences may be excused by the chair when requested in writing.

(ii) Failure to report committee activities to the Board for two consecutive meetings (where committee activities have occurred).

(iii) A motion by another member or chair of the committee, and a majority vote in favor by the Board.

(b) 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.

(c) 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.

**Bylaw IV**

**Executive Officers**

**SECTION IV.1. OFFICERS’ POWERS AND FUNCTIONS**

(a) **President**: The president shall:

(i) Be the chief executive officer of RSG, President of the Graduate Student Body, and shall preside at Board meetings with the power to vote.

(ii) Be authorized to speak on behalf of the RSG Board, its committees, and the graduate student body at large.

(iii) Be an authorized signer on all RSG accounts.

(iv) Be an ex-officio voting member of all RSG committees.

(v) Set the time, dates, and frequency for all general Board meetings, set the general Board meeting agendas, and chair general Board meetings.

(vi) Set the time, dates, and frequency for all executive Board meetings, set the executive Board meeting agendas, and chair the executive board meetings.

(vii) Maintain an updated roster and attendance record for the Board’s elected and appointed members.
(viii) Provide voting members with excused absences as deemed necessary and appropriate, subject to appeal by the Board.

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

(x) Provide ultimate oversight and management of RSG’s paid staff members.

(xi) Create, Charge, and oversee Ad-Hoc committees for specific projects and interests.

(xii) 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.

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

(xiv) Chair the Legislative Affairs Committee

(xv) Be an ex-officio voting member of all RSG committees

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

(xvii) 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.

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

(xix) Appoint members of the graduate student body to university committees as appropriate.

(xx) Appoint members of the graduate student body to vacant seats on the Board subject to confirmation by the same.

(b) Vice President The Vice President shall:

(i) 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.

(ii) Be an authorized signer on all RSG accounts.

(iii) Take minutes at regular Board meetings.

(iv) Coordinate the activities of RSG committees, including collecting and publishing committee meeting minutes.

(v) Provide management for RSG’s paid staff.

(vi) Provide management for RSG’s directors.

(vii) Be an ex-officio voting member of all RSG committees.

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

(ix) Be an ex-officio voting member of all RSG committees

(x) Be an official delegate to the Student Advocates for Graduate Education
(xi) 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.

(xii) 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.

(xiii) 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.

(xiv) 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.

(c) TREASURER: The Treasurer shall:

(i) Be the chief financial officer of RSG with oversight authority of all RSG accounts and financial transactions.

(ii) Be an authorized signer on all RSG accounts.

(iii) Chair the Budgetary Committee

(iv) Be an ex-officio voting member of all RSG committees

(v) Recommend to the Board a salary, consistent with the bylaws, for all RSG paid staff members.

(vi) 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.

(vii) Disburse funds appropriated by the Budgetary Committee and the Board as provided for in the Bylaws.

(viii) Compile an RSG budget at the beginning of each academic term including committee budgets, representative project budgets, executive discretionary accounts, and other potential expenses.

(ix) Compile an RSG Funding report at the end of each term.

(x) Manage the approved RSG budget.

(xi) Report at every general Board meeting the current state of the RSG budget and all RSG accounts, including pending credits and debits.

(xii) If unable to attend a meeting, submit his/her report in writing to the president no later than 48 hours after the meeting.

(xiii) 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.

(xiv) 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.
(xv) 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.

(xvi) Present a report either orally or in writing to the Board at each meeting detailing his/her Treasurer activities.

(xvii) 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.

(xviii) 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.

SECTION IV.2. OFFICERS’ TERMS

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 shall assume his/her duties on January 1st.

Bylaw V

Directors

Directors. The following positions are appointed by the President and confirmed by the Board for a set term, as provided for by the President. Directors report directly to the Executive Board, under the general supervision of the Vice President. All actions made by the directors contained in this article of the bylaws may be vetoed by a majority vote of the executive board or a 2/3rds majority of the Board unless otherwise noted.

SECTION V.1. EVENTS DIRECTOR

The Events Director 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) 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.

SECTION V.2. ELECTIONS DIRECTOR

(a) ELIGIBILITY: The election director shall be a currently enrolled University student. The director may run for office during their . The director should, however, be a current Board member who is not up for reelection.

(b) APPOINTMENT: The President shall appoint the election director no later than 39 days in advance of any general election.

(c) 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.
(d) **DUTIES:** The Election Director Shall:

(i) Report weekly to the president with updates on candidates and election progress.

(ii) 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.

(iii) Work with the Elections Committee to advertise the election to the student body including the ability to run for any open Board positions as encouraging maximum voter turnout.

(iv) Consult the Office of the Registrar to verify current enrollment numbers to determine the list of eligible voters and candidates. Once a year, this list should be used to apportion representative seats to the four Rackham divisions.

(v) Email all eligible graduate students to seek candidates for representative and executive seats open in the election. This email should be sent multiple times and the first such email should be sent no later than 3 weeks prior to the start of the election.

(vi) No later than 5 p.m. 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.

(vii) Collect all candidate names and uniqnames and will submit them to the voting website no later than 3 days prior to the election, at which point a sample official ballot will be posted for public viewing.

(viii) Be available during the full voting period and answer all questions received from candidates and members of the Board. When answered electronically, the elections committee should be carbon copied on all responses.

(ix) Notify the Board and all candidates of election results no later than 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.

(x) Award seats on the RSG Board to the candidates that receive the highest vote counts. No candidate shall win a seat if he receives less than 2 eligible votes.

(xi) Ensure that in the event of a tie for a seat, the candidates will present themselves at the following RSG Board meeting. The Board will break the tie with a majority vote.

(e) **REMOVAL:** The Executive Board may remove the ED for failure to perform duties, as determined by a majority vote. Should the ED be removed, any promised salary shall be forfeited. The President will then appoint a new election director. Should the ED be removed from office within two weeks of the election, the President or his designee will fulfill the remaining roles of the Election Director without financial compensation. The treasurer will reallocate any forfeited salary accordingly.
Bylaw VI
Board Elections

SECTION VI.1. ELECTIONS  RSG general elections shall be held in November and March on dates determined by CSG. The Board may, by a simple majority vote, move the date of the elections within the prescribed months. The Board may also vote to extend the length of the elections by a simple majority vote. **RSG’s elections including candidacy eligibility and timelines shall be subject solely to the provisions contained in these bylaws.**

SECTION VI.2. BOARD COMPOSITION  The Board shall consist of currently enrolled Students as follows:

(a) Representation for the Board shall be divided among the four major Divisions defined by Rackham:

   (i) Biological and Health Sciences
   (ii) Physical Sciences and Engineering
   (iii) Social and Behavioral Sciences
   (iv) Humanities and the Arts

(b) 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.

   (i) 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**
      Acute Care Nursing
      Bioinformatics
      Biological Chemistry
      Biostatistics
      Cancer Biology
      Cell and Developmental Biology
      Cellular and Molecular Biology
      Cellular Biotechnology
      Chemical Biology
      Clinical Research
      Clinical Research Des and Statistical Analysis
      Community Health Nursing
      Dental Hygiene
      Ecology and Evolutionary Biology
      Endodontics
      Environmental Health Sciences
      Environmental Justice
      Epidemiological Science
Epidemiology
Genetic Counseling
Gerontological Nursing
Health and Health Care Research
Human Genetics
Immunology
Industrial Ecology
Industrial Health
Kinesiology
Landscape Architecture
Medical Scientist Training Practice
Medical Surgical Nursing
Medicinal Chemistry
Microbiology and Immunology
Molecular and Cellular Pathology
Molecular and Integrative Physiology
Molecular, Cellular and Developmental Biology
Natural Resources and Environment
Neuroscience
Nursing
Nursing Business and Health Systems
Nutritional Science
Oral and Maxillofacial Pathology
Oral Health Sciences
Orthodontics
Parent-Child Nursing
Pediatric Dentistry
Periodontics
Pharmaceutical Sciences
Pharmacology
Physiology
Program in Biomedical Sciences
Prosthodontics
Psychiatric Mental Health Nursing
Restorative Dentistry
Social and Administrative Sciences
Spatial Analysis
Toxicology

**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
Asian Languages and Cultures
Classical Art and Archaeology
Classical Studies
Classical Studies-Greek
Classical Studies-Latin
Comparative Literature
Creative Writing
Dance
English & Women’s Studies
English and Education
English Language and Literature
Film Studies
Germanic Language and Literature
History of Art
Judaic Studies
(c) 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.

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

**SECTION VI.3. TERMS**

(a) 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.

(b) 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.

(c) 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.

(d) 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.
SECTION VI.4. FILLING OF ELECTED SEATS

(a) 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.

(b) 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.

(c) 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.

SECTION VI.5. PETITIONS, AMENDMENTS, BALLOT QUESTIONS, AND REFERENDA

(a) Petitions, amendments, and ballot questions. Binding Questions including fee change proposals, bylaw amendments put to the student body or certain other 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.

(b) Non-binding Questions may be put to the student body through any process as approved by the Board. These may include but are not limited to distribution through an electronic newsletter or in tandem with an election.

Bylaw VII
Membership Rights and Responsibilities

SECTION VII.1. RSG BOARD The RSG Board shall serve as the legislative branch of the graduate student government. The Board shall be chaired by the President and vice-chaired by the Vice-President. All elected representatives, in good standing shall have a vote on the Board. The Board shall consider issues of import to the graduate student body and shall offer its input and directives as it sees fit.

Membership

(a) Elected Members

(i) Elected Members are all Board members who have been elected by the student body during a regular or special election or nominated by the President and confirmed by the Board to fill a vacancy.
(ii) Elected Members include the president, vice president, and the treasurer.

(iii) Only Elected Members may vote on official business during Board meetings.

(iv) Each Elected Member must be a member of at least one RSG committee as defined in these bylaws. Failure to maintain active committee membership shall be cause for the President to vacate a representative’s seat.

(v) Each Elected Member must plan, execute, or attend at least two non-meeting RSG events each academic term (fall, winter, and spring/summer). Failure to plan, execute, or attend at least two non-meeting RSG events per term shall be cause for the President to vacate a representative’s seat.

(b) Associate Members

(i) Associate Members are all non-elected members who show a continued interest in RSG proceedings.

1. Individuals may become an RSG Associate Member by attending 3 consecutive Board meetings or by attending 3 consecutive committee meetings.

(iii) An Associate Member may only vote as a member of an RSG committee.

(iv) Associate Members may participate in Board discussions and debates.

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

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

(c) Appointed Members

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

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

(vi) The President and Vice President may notify members of the Graduate Student Body of any vacancy in an appointed position.

(d) Student Body

(i) 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.

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

(iii) 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.
(iv) 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.

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

(vi) Board meetings shall be open to the Student body.

SECTION VII.2. BOARD OBLIGATIONS

(a) 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.

(b) 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.

SECTION VII.3. OPERATING PROCEDURES

(a) Board meetings shall be held weekly during the academic year (September–April) and bi-weekly during the summer months. Board meeting dates shall be determined by the President prior to the start of a term after consulting with the membership of the board.

(b) No funds may be appropriated by the RSG board to purchase food or beverages for RSG members in conjunction with regularly scheduled board meetings.

(c) The Board’s Agenda will generally include the following items:

(i) Call to Order
(ii) Approval of Agenda
(iii) Approval of Previous Minutes
(iv) Officer Reports
(v) Director Reports
(vi) Guest Speakers / Discussion
(vii) Funding Request Appeals
(viii) Committee Announcements
(ix) Old Business
(x) New Business
(xi) Open Discussion
(xii) Adjournment
(d) All Board agendas and their supporting documents will be published on the RSG Website in a timely manner.

(e) The Board may adopt additional operating procedures on a term-by-term basis. All such operating procedures shall expire at the end of the term in which they were adopted. Operating procedures may be adopted by a super-majority vote of the Board at any point.

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

(g) 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.

(h) 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.

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

(j) Board meetings shall be open to the Student body.

Bylaw VIII
Recall and Appointment Power

SECTION VIII.1. 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.

SECTION VIII.2. APPOINTMENTS TO VACATED SEATS

(a) BOARD MEMBERS: In the event of a vacancy due to recall, election to an officer position, graduation, resignation, or any other reason, the President 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 President’s nomination considerations. The President shall nominate a graduate student to fill the vacancy. If the nominated student is enrolled in the same division as the vacant seat, a simple majority vote of the Board shall be required to confirm the nomination. In the event that the nominated student is enrolled in a different Rackham division than the vacant seat, a 2/3rds majority vote shall be required to confirm the nomination. The appointed representative shall only serve out the remainder of the previous representative’s term.

(b) EXECUTIVE OFFICERS:

   (i) PRESIDENT: If the president cannot fulfill his/her duties as described in these bylaws or is recalled, the vice president shall assume presidential duties.
(ii) **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.

(iii) **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.

**Bylaw IX**

**Funding**

**SECTION IX.1. FUNDING GUIDELINES**

(a) The Board and its Budgetary Committee will consider funding requests student organizations. Requests for event funding will be reviewed on a first-come, first-served basis. Groups may be requested to make a presentation to the Budgetary Committee, at the discretion of the treasurer.

(b) The Budgetary Committee will not consider retroactive funding requests.

(c) The Budgetary Committee will not consider funding requests submitted fewer than twenty one (21) days prior to an event. This restriction may be waived by the Treasurer on a case-by-case basis.

(d) 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. The requesting organization may request a reallocation from the Treasurer within the appropriated monies. Re-allocations will be reported to the Budgetary Committee and to the Board and should only be approved in the spirit of the committee’s original funding rationale.

(e) 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.

(f) The following are likely to be funded:

   (i) Cultural events
   (ii) Proposals that are well written with a detailed budget, including expenses and expected/secured income
   (iii) Events which are public and held on campus
   (iv) Community service events involving or benefiting graduate students
   (v) Projects that may need start-up funds but which will become self-sustaining in a short period of time
   (vi) Events that involve more than 100 graduate students and/or have at least 25% graduate student participation
(vii) Programs designed to enhance quality of life for the Student body.

(g) The following are not likely to be funded:

   (i) Parties
   (ii) Events not open or easily accessible to the entire UM community
   (iii) Publications which do not positively impact the UM community
   (iv) Events that, in our judgment, should be receiving funds from some other obvious, appropriate source
   (v) Club sports
   (vi) Proposals from social fraternities or sororities
   (vii) Proposals from lobbyists
   (viii) Capital goods
   (ix) Activities exclusive to the membership of one organization
   (x) Film and photo development/photographers/videographers
   (xi) Loans
   (xii) Political lobbying

(h) The following may require additional information prior to consideration:

   (i) Food
   (ii) Honoraria
   (iii) Travel
   (iv) Requests from the Central Student Government.
   (v) Guest Speakers (biographies, prior speaking engagements)

(i) The following will not be funded:

   (i) Alcohol
   (ii) Drugs
   (iii) Medication
   (iv) Charitable contributions
   (v) Projects / Activities in which students are receiving course credit for completion
   (vi) Human resources (coaches, secretaries, employees)
   (vii) Late fees/penalties of any type
   (viii) Proposals with non-itemized budgets
   (ix) Plaques/trophies/prizes
   (x) Scholarships/stipends/awards
   (xi) 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.
SECTION IX.2. ORGANIZATION FUNDING REPORTS

(a) 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. 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.

(b) The funded organization must provide itemized receipts verifying that the allocated fund were used appropriately and in accordance with the budgetary committee’s allocation decision as well as any approved reallocation requests. In the case where an itemized receipt isn’t available, proof must be provided and is subject to the Treasurer’s discretion.

(c) Per Bylaw IX.1.d, items in funding reports not approved by the Budgetary Committee or approved by the Treasurer in a reallocation request will not be reimbursed.

Bylaw X
Resolutions

SECTION X.1. RESOLUTION TYPES

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

(b) 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 as well as such other officers, offices, or entitites as directed by the resolution or as appropriate.

SECTION X.2. FORMAT

(a) 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 re-
solved 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 articu-
lated by its elected representatives, it is the sense of the Board that”

(vii) 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.

(viii) The signature of the President approving or vetoing the final passage of the
resolution.

SECTION X.3. VOTING

(a) All voting members of the Board shall be able to vote on RSG Resolutions.

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

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

(d) The Treasurer, will retain his/her full vote on the final passage of a resolution, re-
gardless of if chairing the Board.

SECTION X.4. STUDENT BODY INPUT

(a) Upon a motion, second, and majority vote by the Board any resolution may be post-
poned to a time certain to allow for formal input from the student body.

(b) Unless waved by a 2/3rds 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.

SECTION X.5. PUBLIC HEARINGS

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

(b) 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.
SECTION X.6. EXECUTIVE VETO

(a) 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.

SECTION X.7. PUBLICATION

(a) 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.

(b) 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).
R S G

Rackham Graduate Student Government Bylaws

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
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   Sponsorship
   Lobbying
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Article III: Infrastructure
   Committee Descriptions
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   Committee Responsibilities
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Article IV: Executive Officers
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   Officers’ Terms

ARTICLE VI: Directors
   Events Director

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 https://maizepages.umich.edu/

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.

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.

E. 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.

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. Student Groups requesting funding may request to present their proposal to the Committee.

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 on the RSG website. Minutes shall be presented to the Board consistent with the general rules for committee minutes as provided for in these bylaws.
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. Within 3 business days of a funding decision, the Treasurer or his/her designee shall notify the requesting organization of the committee’s decision, including its rationale and any stipulations provided by the committee. The requesting organization shall also be notified of its option to appeal the committee’s funding decision to the Board. Appeals must be submitted electronically to the President no later than 5 business days after the committee’s original decision is emailed and no less than 7 business days before the requesting organization’s proposed event is scheduled to commence.

i. Funding limit. In the instance where the Budgetary Committee votes to allocate over $1,000 to an organization or event, the funding request and the committee’s vote will be presented to the Board at the next regularly scheduled Board meeting. The Board will be given an opportunity to ask questions regarding the event and the funding process. Members of the Board may, by a simple majority vote deny the budgetary committee’s allocation. In the event that an allocation is denied by the Board, the committee will re-convene to reconsider its allocation in light of the Board’s vote and its directives to the committee.
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: 4 or more members
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) 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 2nd 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 2nd 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 single 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, or as directed by the President or Vice-President.

f. Committees may be created on a temporary basis for special projects by either the President through an executive order, or by a majority resolution as approved by the Board. A resolution or executive order that creates an ad-hoc committee must specify the committee’s charge, composition, lifespan, chair, operating procedures, and privileges (financial, etc).

C. Committee Responsibilities.
1. Meetings
   a. Committees shall meet at least 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 regular meeting of the term. Committee chair(s) will take the lead in forming these budgets under the guidance of the Vice President.

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. Set the time, dates, and frequency for all executive Board meetings, set the executive Board meeting agendas, and chair the executive board meetings.

g. Maintain an updated roster and attendance record for the Board's elected and appointed members.

h. Provide voting members with excused absences as deemed necessary and appropriate, subject to appeal by the Board.

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

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

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

l. 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.

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

n. Chair the Legislative Affairs Committee

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

p. Be the University of Michigan's official delegate to the Student Advocates for Graduate Education.

q. 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.

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

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

t. Appoint members of the graduate student body to vacant seats on the Board subject to confirmation by the same.

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. Provide management for RSG’s directors.

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

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

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

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

k. 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.

l. 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.

m. 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.

n. 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.

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 shall assume his/her duties on January 1st.

A. Directors. The following positions are appointed by the President and confirmed by the Board for a set term, as provided for by the President. Directors report directly to the Executive Board, under the general supervision of the Vice President. All actions made by the directors contained in this article of the bylaws may be vetoed by a majority vote of the executive board or a 2/3rds majority of the Board unless otherwise noted.

1. Events Director: The Events Director 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. 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.

2. Elections Director.

   A. Eligibility: The election director shall be a currently enrolled University student. The director may run for office during their . The director should, however, be a current Board member who is not up for reelection.
B. Appointment: The President shall appoint the election director no later than 39 days in advance of any general election.

C. 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.

D. Duties. The Election Director Shall:

   I. Report weekly to the president with updates on candidates and election progress.

   II. 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.

   III. Work with the Elections Committee to advertise the election to the student body including the ability to run for any open Board positions as encouraging maximum voter turnout.

   IV. Consult the Office of the Registrar to verify current enrollment numbers to determine the list of eligible voters and candidates. Once a year, this list should be used to apportion representative seats to the four Rackham divisions.

   V. Email all eligible graduate students to seek candidates for representative and executive seats open in the election. This email should be sent multiple times and the first such email should be sent no later than 3 weeks prior to the start of the election.

   VI. No later than 5 p.m. 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.

   VII. Collect all candidate names and uniqnames and will submit them to the voting website no later than 3 days prior to the
election, at which point a sample official ballot will be posted for public viewing.

VIII. Be available during the full voting period and answer all questions received from candidates and members of the Board. When answered electronically, the elections committee should be carbon copied on all responses.

IX. Notify the Board and all candidates of election results no later than 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.

X. Award seats on the RSG Board to the candidates that receive the highest vote counts. No candidate shall win a seat if he receives less than 2 eligible votes.

XI. Ensure that in the event of a tie for a seat, the candidates will present themselves at the following RSG Board meeting. The Board will break the tie with a majority vote.

5. Removal: The Executive Board may remove the ED for failure to perform duties, as determined by a majority vote. Should the ED be removed, any promised salary shall be forfeited. The President will then appoint a new election director. Should the ED be removed from office within two weeks of the election, the President or his designee will fulfill the remaining roles of the Election Director without financial compensation. The treasurer will reallocate any forfeited salary accordingly.

ARTICLE VI

A. Elections. RSG general elections shall be held in November and March on dates determined by CSG. The Board may, by a simple majority vote, move the date of the elections within the prescribed months. The Board may also vote to extend the length of the elections by a simple majority vote.
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**

Acute Care Nursing  
Bioinformatics  
Biological Chemistry  
Biostatistics  
Cancer Biology  
Cell and Developmental Biology  
Cellular and Molecular Biology  
Cellular Biotechnology  
Chemical Biology  
Clinical Research  
Clinical Research Des and Statistical Analysis  
Community Health Nursing  
Dental Hygiene  
Ecology and Evolutionary Biology  
Endodontics  
Environmental Health Sciences  
Environmental Justice  
Epidemiological Science  
Epidemiology  
Genetic Counseling  
Gerontological Nursing
Health and Health Care Research
Human Genetics
Immunology
Industrial Ecology
Industrial Health
Kinesiology
Landscape Architecture
Medical Scientist Training Practice
Medical Surgical Nursing
Medicinal Chemistry
Microbiology and Immunology
Molecular and Cellular Pathology
Molecular and Integrative Physiology
Molecular, Cellular and Developmental Biology
Natural Resources and Environment
Neuroscience
Nursing
Nursing Business and Health Systems
Nutritional Science
Oral and Maxillofacial Pathology
Oral Health Sciences
Orthodontics
Parent-Child Nursing
Pediatric Dentistry
Periodontics
Pharmaceutical Sciences
Pharmacology
Physiology
Program in Biomedical Sciences
Prosthodontics
Psychiatric Mental Health Nursing
Restorative Dentistry
Social and Administrative Sciences
Spatial Analysis
Toxicology

**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
Asian Languages and Cultures
Classical Art and Archaeology
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.

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 VII**

A. RSG Board. The RSG Board shall serve as the legislative branch of the graduate student government. The Board shall be chaired by the President and vice-chaired by the Vice-President. All elected representatives, in good standing shall have a vote on the Board. The Board shall consider issues of import to the graduate student body and shall offer its input and directives as it sees fit.

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 nominated by the President and confirmed 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. Failure to maintain active committee membership shall be cause for the President to vacate a representative’s seat.

5. Each Elected Member must plan, execute, or attend at least two non-meeting RSG events each academic term (fall, winter, and spring/summer). Failure to plan, execute, or attend at least two non-meeting RSG events per term shall be cause for the President to vacate a representative’s seat.

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
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.

c. Appointed Members

1. Appointed members are all non-elected members of RSG that have been jointly nominated by the President or 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.

d. 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.

C. Operating Procedures

1. Board meetings shall be held weekly during the academic year (September – April) and bi-weekly during the summer months. Board meeting dates shall be determined by the President prior to the start of a term after consulting with the membership of the board.

2. No funds may be appropriated by the RSG board to purchase food or beverages for RSG members in conjunction with regularly scheduled board meetings.

3. The Board’s Agenda will generally include the following items:
   a. Call to Order
   b. Approval of Agenda
   c. Approval of Previous Minutes
   d. Officer Reports
   e. Director Reports
   f. Guest Speakers / Discussion
   g. Funding Request Appeals
   h. Committee Announcements
   i. Old Business
   j. New Business
   k. Open Discussion
   l. Adjournment

4. All Board agendas and their supporting documents will be published on the RSG Website in a timely manner.

5. The Board may adopt additional operating procedures on a term-by-
term basis. All such operating procedures shall expire at the end of the term in which they were adopted. Operating procedures may be adopted by a super-majority vote of the Board at any point.

**ARTICLE VIII**

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 President 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 President's nomination considerations. The President shall nominate a graduate student to fill the vacancy. If the nominated student is enrolled in the same division as the vacant seat, a simple majority vote of the Board shall be required to confirm the nomination. In the event that the nominated student is enrolled in a different Rackham division than the vacant seat, a 2/3rds majority vote shall be required to confirm the nomination. The appointed representative shall only serve out the remainder of the previous representative's term.

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 IX

A. Funding Guidelines.

1. The Board and its Budgetary Committee will consider funding requests student organizations. Requests for event funding will be reviewed on a first-come, first-served basis. Groups may be requested to make a presentation to the Budgetary Committee, at the discretion of the treasurer.

2. The Budgetary Committee will not consider retroactive funding requests.

3. The Budgetary Committee will not consider funding requests submitted fewer than twenty one (21) days prior to an event. This restriction may be waived by the Treasurer on a case-by-case basis.

4. 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. The requesting organization may request a reallocation from the Treasurer within the appropriated monies. Reallocations will be reported to the Budgetary Committee and to the Board and should only be approved in the spirit of the committee’s original funding rationale.

5. 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.

6. 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.
7. 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

8. 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)

9. The following will not be funded:

   a. Alcohol  
   b. Drugs  
   c. Medication  
   d. Charitable contributions  
   e. Projects / Activities 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.

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. 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. The funded organization must provide itemized receipts verifying that the allocated fund were used appropriately and in accordance with the budgetary committee’s allocation decision as well as any approved reallocation requests. In the case where an itemized receipt isn’t available, proof must be provided and is subject to the Treasurer’s discretion.

3. Per Section A, Clause 3, items in funding reports not approved by the Budgetary Committee or approved by the Treasurer in a reallocation request will not be reimbursed.

ARTICLE X

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 2/3rds 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).
A RESOLUTION TO EXPRESS THE RACKHAM STUDENT GOVERNMENT'S OPINION ON THE MUNGER GRADUATE STUDENT HOUSING COMPLEX

WHEREAS, the University of Michigan provides limited on-campus graduate student housing in the Northwood Community Apartments; AND

WHEREAS, the University has embarked on a three-year renovation plan for the South, West, and East Quad undergraduate residence halls; AND

WHEREAS, the renovation of the undergraduate residence halls has and will continue to displace approximately 700 undergraduates during each year of the renovations; AND

WHEREAS, in addressing this problem, the University has elected to house the displaced undergraduates in the Northwood Community Apartments; AND

WHEREAS, this strategy has resulted in the displacement of hundreds of graduate students; AND

WHEREAS, there is a need for on-campus graduate housing; AND

WHEREAS, Mr. Munger has generously donated $110 million to create interdisciplinary graduate and professional student housing located on Central Campus; AND

WHEREAS, the residence hall will be composed almost exclusively of seven bedroom suites at a cost greater than $1,000 per bedroom; AND

WHEREAS, a retrospective focus group, organized by University Housing and composed of a variety of graduate students, widely disagreed with the proposed design and the projected cost of occupancy; AND

WHEREAS, it was the overwhelming opinion of this focus group that the housing design in its current form would not appeal to the vast majority of graduate students,

WHEREAS, other than the focus group’s limited scope, graduate and professional students were not consulted on the project; AND

WHEREAS, the project is scheduled to break ground in October 2013; AND

NOW THEREFORE, ON BEHALF OF THE STUDENT BODY OF THE HORACE H. RACKHAM GRADUATE SCHOOL OF GRADUATE STUDIES AND ARTICULATED BY ITS ELECTED REPRESENTATIVES, IT IS THE SENSE OF THE BOARD THAT IN THEIR NAME, THE FOLLOWING BE

RESOLVED, the construction of the Munger Residence Complex be put on hold until the University has solicited and received additional feedback from the graduate and professional study body AND BE IT FURTHER

RESOLVED, that the University consider serious changes to the architectural design to bring the project in line with the personal living preferences of graduate and professional students; AND BE IT FURTHER

RESOLVED, that the University lower the anticipated rent to for the project to be in line with the financial realities of graduate student life, noting that a majority of students would be unable to afford $1,000/month without a significant subsidy from the University; AND BE IT FURTHER

RESOLVED, the Rackham Student Government will hold fora to fully educate and engage the Rackham graduate student body on the Munger Graduate Student Residence Complex; AND BE IT FINALLY

RESOLVED, that the President of the Graduate Student Body will petition the University’s senior leadership to convey this sense of the graduate student body.

AUTHORS

David Malewski
Division I Representative, Graduate Student Body

David Barton
Division I Representative, Graduate Student Body

Michael Benson
Division II Representative,

Michael Lang
Division I Representative,
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 _____, 2013.

______________________________
Phillip A. Saccone
President, Rackham Graduate Student Body

2. Michigan Housing Website  http://housing.umich.edu/undergrad/east-quadrangle