The Student Health Advisory Council
University of Missouri-Columbia

Constitution

Academic Year 10-11

Article I - Purpose:
The purpose of the Student Health Advisory Council (SHAC) is to promote the quality and delivery of health care at the Student Health Center (SHC) for students on the University of Missouri-Columbia (UMC) campus. In order to achieve this, SHAC’s role will consist of the following activities:

1. To be ambassadors for the Student Health Center including its outreach programs, outreach clinics, departments and overall mission.
2. To represent the student body by reviewing and being involved with policies, policymaking, services, and programs of the SHC and making recommendations to the SHC.
3. To review and make recommendations relating to the SHC budget.
4. To review and make recommendations relating to the student health fee.
5. To assist in the recruitment of SHC professional staff when needed and actively take part in the interview process.
6. To promote SHC services on the UMC campus by providing useful information through presentations, surveys, flyers, etc., when needed.
7. To serve as a liaison between the SHC and students, student governments, organizations, and University administration.
8. To review suggestions, complaints, and problems from students or SHC staff and address those concerns through proper channels to arrive at satisfactory solutions.
9. To obtain student opinion on student health issues with cooperation of other health and student organizations.
10. To participate as an active member of the American College Health Association (ACHA) and make an effort to send at least two delegates to represent SHAC at the national convention.

Article II – Compliance Clause:
We agree to abide by regulations described in the M-Book and all University policies, in addition to all federal, state, and local laws.

Article III – Non-Discrimination:
This organization shall not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, disability or status as a protected veteran.

Article IV - Membership:
SHAC shall consist of as many members as necessary to accomplish its goals. Membership selection will be done once a year in March and is the responsibility of the Interview Committee. Membership to SHAC shall consist of undergraduate and graduate students from all majors. Members must maintain sufficient academic standing (2.0 GPA) as set by University regulation. Membership selection should be done by an initial online or paper application and subsequent personal interviews as determined by the Interview Committee.
Article V – Election of Officers:
1. The following officers shall be elected on a yearly basis: President, Vice-President, Secretary/Treasurer and Public Relations.
   a. It is recommended that these officers should include a current executive officer and new officers perhaps one of sophomore standing. This ensures continuity in planning and programming.
2. An election shall be scheduled at the end of each semester in November or December to elect new officers by majority vote. Incumbent officers shall have the option to run for re-election.
3. Officers must have a 2.0 GPA or above, and be registered for at least 6.0 credit hours through the University of Missouri-Columbia.
4. Two-thirds of the active members must be present at the time of voting.
5. Newly elected officers should assume office the following semester in which they are elected.

Article V – Executive Board:
President-
1. Develop the agenda and lead meetings for both SHAC and the executive committee.
2. Establish and maintain contact with SHC administration.
3. Attend the annual ACHA meeting or find volunteer to go in your place.
4. Represent SHAC in campus leadership forums.
5. Work with members of SHAC in developing new ideas and projects.
6. Establish and maintain communication between other student organizations.
7. Oversee committee work and periodically meet with committee heads.

Vice President-
1. Help develop agenda and assist with leading meetings for both SHAC and the executive committee.
8. Attend the annual ACHA meeting or find volunteer to go in your place.
2. Work with members of SHAC in developing new ideas and projects.
3. Establish and maintain communication between other student organizations.
4. Remain in contact with SHC administration.
5. Head of the Volunteer Recruitment Committee.

Secretary and Treasurer-
1. Attend all general and executive meetings of SHAC.
2. Record accurate minutes of each meeting. These minutes should then be typed and a copy of each stored in a folder on SHC server. This folder will serve as the official record of SHAC meeting minutes. An electronic version of the minutes should be mailed to all SHAC members and to SHC administration.
3. Email SHAC reminders for meeting times and events.
4. Record attendance of members at meetings.
5. Attend ORG training for Treasurer and fill out ACHA budget through ORG.

Public Relations-
1. Maintain and update all forms of internet public relations including Facebook, SHAC website and Blackboard.
2. Promote SHAC events on campus through MU Info, flyers, listservs and other means.
3. Communicate with the Senior Information Specialist to update the SHAC website as needed.

**Advisor-**
1. Provide information about SHC as requested/needed.
2. Attend meetings.
3. Act as a liaison between the director of the SHC and SHAC.
5. The advisor shall be a faculty or staff member with an appointed FTE of at least 75%.
Article VII – Terms of Office:
The term of office for executive and committee chair positions shall be the following semester (spring semester) of the election until the end of fall semester - comprising one full calendar year. Elections shall be held during a December general meeting.

Article VIII – Removal of Officers:
1. Any member may make a motion for the removal of any officer providing that evidence is presented to support the removal. Grounds for removal include inadequate fulfillment of duties or violation of regulations described in the M-Book, University policies, or any federal, state, or local laws.
2. A two-thirds vote by the membership is needed to remove an officer. Two-thirds of the active members must be present at the time of voting.
3. An election for a new officer should be conducted at the next scheduled business meeting.

Article IX – Discipline:
1. Attendance at meetings is mandatory. In the circumstance of absence, the secretary is to be notified.
2. There will be two excused and one unexcused absence allowed per semester. If a member exceeds either limit, a vote is to be taken by SHAC to review the member’s standing. A majority vote is to be taken by SHAC to terminate a member’s term.
3. If a member must miss meetings on a regular basis, he or she may be granted a semester reprieve provided the member explains to SHAC why his/her regular attendance is not possible. The member is expected to stay informed about SHAC by reading minutes and helping with events when possible.
4. Any other disciplinary actions regarding issues such as ethics and cooperation should be handled on an individual basis as deemed necessary by SHAC.

Article X – Voting and Elections:
All members of SHAC are voting members in all matters.
1. In order for a voting issue to be approved by SHAC, it must be supported by a majority of members.
2. Excused absence ballot – if a member of the council has an excused absence for a meeting that an issue will be voted upon, this member may vote by absentee ballot.

Article XI – Amendments to the Constitution:
1. Any member of the organization may present amendments to the constitution at any regularly scheduled business meeting. After reading the current Constitution along with the proposed change, the change will be voted on. A four-fifths majority is necessary to pass the amendment. Two-thirds of the active members must be present at the time of voting.
2. Amendments to the Constitution must be submitted to and approved by the Coordinator of Student Organizations before they become effective.
3. It will be the responsibility of the Secretary to add all amendments to the Constitution, keeping it in current form.
4. If deemed necessary, SHAC can have an additional recruitment to add members. (Added Fall 2005)