

# **ADDENDUM III TO THE VALPARAISO UNIVERSITY STUDENT SENATE BYLAWS**

## **The Student Experience Committee of the Student Senate**

### **ARTICLE I The Student Experience Committee**

#### **Section A Membership**

- Clause 1 The Student Experience Committee shall consist of the following members:
1. Seven Student Senators.
  2. Student Body President, *ex-officio*, non-voting.
  3. Student Body Vice President, *ex-officio*, non-voting.
  4. Assistant Vice President for Student Life, or equivalent position, *ex-officio*, non-voting
  5. Dean of Students, or equivalent position, *ex-officio*, non-voting
- Clause 2 The Student Senate shall elect the Chair of the Student Experience Committee at the first General Assembly meeting of the legislative session following the Adjournment *Sine Die* Procedure outlined in Section F of Article IV of the Constitution. The Chair shall be elected with  $\frac{3}{4}$  (three-fourths) affirmative votes.
- Clause 3 The Student Body Vice President shall choose the remaining six (6) members of the Student Experience Committee based on Senator preference. These six (6) Student Senators will serve as delegates to the Commissions within this Committee
- Clause 4 The Chair shall only vote to break a tie among the voting members.
- Clause 5 The Student Experience Committee shall have two (2) delegates for each of the three (3) Commissions outlined in Section C, Clause 1 of this Addendum. If the Committee amends this Addendum to include

more Commissions, the delegates shall be split as evenly as possible amongst them.

Clause 6      The delegates shall be appointed to one specific area outlined in Section C, Clause 1. There will be two (2) Campus Safety & Parking delegates, two (2) Dining Services delegates, and two (2) Residential Life delegates. These delegates will attend the Commission meetings outlined in Article II, III, and IV of this Addendum, be responsible for taking notes at these meetings, and report to the Chair of the committee during the Student Experience Committee's scheduled meeting.

Section B      Chair of the Student Experience Committee

Clause 1      Qualifications

1. Shall be a current Student Senator.
2. Shall be elected by the Student Senate at the first Student Senate General Assembly meeting following the Adjournment *Sine Die* Procedure.
3. Must live in university-operated residential housing. Refer to [Addendum VII](#) to see the current list of university-owned housing.

Clause 2      Duties

1. The Chair shall be responsible for reporting all actions of the committee to the Student Senate in the form of weekly reports at General Assembly meetings. The Chair shall supply additional information to the Student Senate as they deem necessary.
2. The Chair shall be responsible for the execution of tasks conferred upon the Committee by this Addendum and by the Student Senate.
3. The Chair shall be responsible to give at least a biweekly report to the Executive Committee stating the actions of the Committee over the period from the last report given.
4. The Chair is responsible for leading investigations into issues of campus safety & parking, dining services, and residential life.

5. The Chair shall submit a list of committee members and schedules of meetings to the Student Body Vice President and Press Secretary by October 1 of the fall semester and February 1 of the spring semester.

Clause 3      The Chair shall sit on the Executive Committee as a voting member.

Clause 4      A Committee Chair charged with misconduct or negligence of duty shall be brought before the Student Senate for removal of office following the procedure set forth in Article VII of the Student Senate Constitution.

#### Section C      Vice Chair of the Student Experience Committee

##### Clause 1      Qualifications

1. The Vice Chair of the Student Experience Committee shall be a Student Senator.
2. Shall be selected by the Student Experience Committee with a simple majority vote at the first formal meeting of the committee in the fall semester.
3. The Vice Chair is not required to reside in on-campus housing.

##### Clause 2      Duties

1. Serve as a forum of discussion of issues related to campus' cultural tolerance and representation for all Valparaiso University students.
2. Communicate the needs of underrepresented populations to the general body of the Student Senate.
3. Work with multiple departments on campus to create solutions and present ideas/projects that have to create a better and more interconnected campus.
4. Meet with any organizations that would like to discuss DEI matters.
5. The Vice Chair shall take minutes at all formal meetings of the Student Experience Committee.

Clause 3      In the absence of the Chair, the Vice Chair shall step in and have the same authority as the Chair in the Student Senate Executive Committee (Addendum I) and the committee meetings of the Student Experience Committee.

Clause 4      A Committee Vice Chair charged with misconduct or negligence of duty shall be brought before the Student Senate for removal of office following the procedure set forth in Article VII of the Student Senate Constitution.

#### Section D      Duties

Clause 1      The Student Experience Committee shall be responsible for the operation of and relationship with the following Commissions of Student Life:

- Campus Safety & Parking
- Dining Services
- Residential Life

Clause 2      The Student Experience Committee shall oversee the operation of the Campus Safety & Parking Commission, Dining Services Commission, and Residential Life Commission, outlined in Articles II, III, and IV of this Addendum.

#### Section E      Meetings

Clause 1      The Student Experience Committee shall hold meetings bi-weekly during the course of the academic year.

Clause 2      The Student Experience Committee Chair shall set the day, time, and place of the meetings. The Chair shall notify the Student Body Vice President and Press Secretary of the Student Senate of this time once determined.

- Clause 3      A simple majority of the voting membership of the Student Experience Committee shall constitute a quorum.
- Clause 4      All Committee members shall be notified by the Chair of meeting times and places no later than five days prior to the scheduled meeting unless constrained due to an emergency.
- Clause 5      If the Chair is unable or unwilling to conduct a meeting, members of the Committee reserve the right to call an emergency meeting at the request of any two members. A delegate will conduct the meeting.
- Clause 6      All meetings will be open to the Student Body at large. The time and location of the meetings should be made public through the Student Senate website no later than one week before the meetings.

Section F      Voting

- Clause 1      All potential pieces of legislation proposed by the committee must be voted on during an officially sanctioned meeting of the committee.
- Clause 2      All potential pieces of legislation or recommendations to the Student Senate will be passed out of the committee with a simple majority vote. Pieces of legislation that pass the committee will then be presented to the Executive Committee at their next weekly meeting.
- Clause 3      The Chair of the committee is only to vote when breaking a tie.

Section G      Commissions of the Student Experience Committee

- Clause 1      Under the advisory of the Student Experience Committee shall be three (3) commissions: **the Campus Safety & Parking Commission, the Dining Services Commission & the Residential Life Commission**. These commissions shall be outlined in the following articles.

**ARTICLE II   The Campus Safety & Parking Commission**

## Section A      Membership

- Clause 1      The Campus Safety & Parking Commission shall consist of the following members:
- Two (2) Student Senator delegates from the Student Experience Committee
  - Three (3) non Student Senate members of the Student Body, who the Campus Safety & Parking Commission is advised to search for
  - Chair of the Student Experience Committee, *ex-officio*, non-voting.
  - The Parking & Transportation Manager, or equivalent position, *ex-officio*, non-voting.
  - A Representative from the Valparaiso University Police Department (VUPD), *ex-officio*, non-voting.
  - A Representative from Facilities Management, *ex-officio*, non-voting.
  - Advisor(s) to the Student Senate, *ex-officio*, non-voting.
- Clause 2      The student members shall be appointed by the Student Experience Committee Chair. The committee may include more student members at the discretion of the Chair. The Committee shall be advised to seek out student members who represent the views of the Student Body, particularly those who may have invested interest in campus safety & parking. All student members will have voting privileges.
- Clause 3      The Student Senate delegates to the Campus Safety & Parking Commission shall act as the chairperson(s) of the meetings with voting privileges.

## Section B      Duties

- Clause 1      The Duties of the Campus Safety & Parking Commission are as followed:

1. Represent the entire Student Body of Valparaiso University.
2. Gather student feedback.
3. Advise the Parking & Transportation Office and the Valparaiso University Police Department (VUPD) about the functioning and continued improvement of on-campus safety and parking and serve as a source of direction and information for problems or concerns which may arise during the course of the year.
4. Organize and facilitate at least one student body-wide open forum per academic year to discuss campus safety, parking, and any other relevant concerns.
5. Gather information from the Student Body regarding campus safety and parking. The Commission delegates shall work with the Press Secretary in creating, distributing, and analyzing forms or other documents that may work in gathering students' concerns.
6. Create and produce any legislation to the Student Senate General Assembly regarding recommendations for Student Senate to make to any office or body within the Valparaiso University community related to campus safety and parking.

## Section C Meetings

Clause 1` The Campus Safety & Parking Commission shall hold quarterly meetings during the course of the academic year.

Clause 2 The Campus Safety & Parking Commission delegates shall set the day, time, and place of the meetings. The delegates shall notify the Student Body Vice President and Press Secretary of this time once determined.

Clause 3 A simple majority of the voting membership of the Campus Safety & Parking Commission shall constitute a quorum.

Clause 4 All Commission members shall be notified by the delegates of meeting times and places no later than five days prior to the scheduled meeting unless constrained due to an emergency.

Clause 5 All meetings will be open to the student body at large. The time and location of the meetings should be made public through the Student Senate website no later than one week before the meetings.

#### Section D Voting

Clause 1 All potential pieces of legislation or recommendations to the Student Senate will be passed by a simple majority vote of the commission to then be put on the agenda for the Student Experience Committee.

Clause 2 All potential pieces of legislation or recommendations to the Student Senate will be passed out of the committee with a simple majority vote. Pieces of legislation that pass the committee will then be presented to the Executive Committee at their next weekly meeting.

Clause 3 The delegates of the commission are only to vote when breaking a tie.

### **ARTICLE III The Dining Services Commission**

#### Section A Membership

Clause 1 The Dining Services Commission shall consist of the following members:

- Two (2) Student Senator delegates of the Student Experience Committee
- Three (3) non Student Senate members of the Student Body, who the Dining Services Commission is advised to search for
- Chair of the Student Experience Committee, *ex-officio*, non-voting.
- The Dining Services General Manager of Parkhurst, or equivalent position, *ex-officio*, non-voting.
- An additional Representative from Dining Serves of Parkhurst, *ex-officio*, non-voting.
- Advisor(s) to the Student Senate, *ex-officio*, non-voting.

Clause 2      The student members shall be appointed by the Student Experience Committee Chair. The committee may include more student members at the discretion of the committee chair. The committee shall be advised to seek out student members who represent the views of the Student Body, particularly those who may have invested interest in dining services. All student members will have voting privileges.

Clause 4      The Student Senate delegates to the Dining Services Commission shall act as the chairperson(s) of the meetings.

## Section B      Duties

Clause 1      The Duties of the Dining Services Commission are as follows:

1. Represent the entire Student Body of Valparaiso University.
2. Gather student feedback.
3. Advise the Dining Services of Parkhurst on the functioning and continued improvement of on-campus dining services and serve as a source of direction and information for problems or concerns which may arise during the course of the year.
4. Organize and facilitate at least two student body-wide open forums per academic year to discuss dining services and any areas of student concern.
5. Gather information from the Student Body regarding dining services. The Commission delegates shall work with the Press Secretary in creating, distributing, and analyzing forms or other documents that may work in gathering students' concerns.
6. Create and produce any legislation to the Student Senate General Assembly regarding recommendations for Student Senate to make to any office or body within the Valparaiso University community related to dining services.

## Section C      Meetings

Clause 1 The Dining Services Commission shall hold quarterly meetings during the course of the academic year.

Clause 2 The Dining Services Commission delegates shall set the day, time, and place of the meetings. The delegates shall notify the Student Body Vice President and Press Secretary of the Student Senate of this time once determined.

Clause 3 A simple majority of the voting membership of the Dining Services Commission shall constitute a quorum.

Clause 4 All Commission members shall be notified by the delegates of meeting times and places no later than five days prior to the scheduled meeting unless constrained due to an emergency.

Clause 5 All meetings will be open to the student body at large. The time and location of the meetings should be made public through the Student Senate website no later than one week before the meetings.

#### Section D Voting

Clause 1 All potential pieces of legislation or recommendations to the Student Senate will be passed by a simple majority vote of the commission to then be put on the agenda for the Student Experience Committee.

Clause 2 All potential pieces of legislation or recommendations to the Student Senate will be passed out of the committee with a simple majority vote. Pieces of legislation that pass the committee will then be presented to the Executive Committee at their next weekly meeting.

Clause 3 The delegates of the commission are only to vote when breaking a tie.

### **ARTICLE IV The Residential Life Commission**

## Section A     Membership

Clause 1     The Residential Life Commission shall consist of two (2) Student Senator delegates of the Student Experience Committee. In addition, one student from each residence hall shall be voting members of the commission. Refer to [Addendum VIII](#) for a current list of university-operated housing.

Clause 2     Non-student members of the Residential Life Commission shall be the persons in the following positions:

- The Director of Residential, or equivalent position, *ex-officio*, non-voting.
- Advisor(s) to the Student Senate, *ex-officio*, non-voting.

Clause 3     The Chair of the Student Experience Committee shall be an *ex-officio*, non-voting, of the Residential Life Commission.

Clause 4     The Student Senate delegates to the Residential Life Commission shall act as the chairperson(s) of the meetings.

## Section B     Duties

Clause 1     The Duties of the Residential Life Commission are as followed:

1. Represent the entire Student Body of Valparaiso University.
2. Gather student feedback.
3. Advise the Office of Residential Life on the functioning and continued improvement of on-campus residential life and serve as a source of direction and information for problems or concerns which may arise during the course of the year.
4. Organize and facilitate at least one university-wide town hall per academic year to discuss residential life and any areas of student concern.
5. Gather information from the Student Body regarding residential life. This can be done by polling the Student Body.

6. Create and produce any legislation to the Student Senate General Assembly regarding recommendations for Student Senate to make to any office or body within the Valparaiso University community related to residential life.

## Section C Meetings

Clause 1` The Residential Life Commission shall hold quarterly meetings during the course of the academic year unless the Commission deems it unnecessary to meet with the approval of the chair.

Clause 2 The Residential Life Commission delegates shall set the day, time, and place of the meetings. The delegates shall notify the Student Body Vice President and Press Secretary of the Student Senate of this time once determined.

Clause 3 One-half plus one of the voting membership of the Residential Life Commission shall constitute a quorum.

Clause 4 All Commission members shall be notified by the delegates of meeting times and places no later than five days prior to the scheduled meeting unless constrained due to an emergency.

Clause 5 All meetings will be open to the student body at large. The time and location of the meetings should be made public through the Student Senate website no later than one week before the meetings.

## Section D Voting

Clause 1 All potential pieces of legislation proposed by the committee must be voted on during an officially sanctioned meeting of the commission.

Clause 2 All potential pieces of legislation or recommendations to the Student Senate will be passed out of the commission, then to the Student Experience Committee, with a simple majority vote.

Clause 3 The delegates of the commission are only to vote when breaking a tie.