

**AUSTIN PEAY STATE UNIVERSITY
POLICIES AND PROCEDURES MANUAL**

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Subject: Student Affairs Council Constitution	
Initiating Authority: Dean of Students	TBR Policy/Guideline Reference: 1:03:10:00
Approved: President: Signature on File	

STUDENT AFFAIRS COUNCIL

Article I. Purpose

The Student Affairs Council, the highest body of governance in the Student Affairs Division, serves in an advisory capacity to the Dean of Students in policy making, evaluating Student Affairs programs and services including all aspects of residence life and campus and allocating student activity fees. The Council may initiate studies and/or receive recommendations from other organizations and committees for changes in policies and/or procedures in all areas of student affairs activities, programs, and services. The Council may advise the President on matters submitted to it for consideration.

Article II. Membership

The Dean of Students shall be a permanent member and he/she or his/her designee shall be the permanent chairperson of the Student Affairs Council. Either being present shall have the rights of membership. Other permanent members shall include: the Associate Dean of Students, the Director of Student Activities, the Director of Admissions, and the Student Government Association President.

Two (2) members shall be appointed by the Faculty Senate from among the tenured teaching faculty (including department chairpersons) of the University, for terms of two (2) years each. Such appointments shall take place by October 15. The method of such appointments shall be determined by the Faculty Senate.

Five (5) members of the undergraduate and/or graduate student body shall be appointed by the Student Government Association President and confirmed by the Student Government Association Senate. Such appointments shall take place by October 15 of each academic year.

One (1) member shall be appointed by the President of the University from the tenured faculty, administration or support staff of the University for a term of two (2) years. Such appointment shall take place by October 15 of each academic year. Appointments should be made so that one term expires each year.

Article III. Terms of Office

The terms of office shall be as set forth in this document, and shall begin upon notification by the Dean of Students. Members may serve consecutive terms.

Article IV. Meetings

Meetings shall be held at the call of the chairperson, or upon written request to the chairperson by at least five (5) members, or by action of the Council at a prior meeting. At least one (1) meeting shall be held each quarter.

A quorum shall be those persons present at a meeting called in accordance with the above paragraph. Except in cases of emergency, written notice of meetings shall be distributed through campus mail to the members at least three (3) working days before the meeting.

Article V. Committees

The Council shall appoint committee(s) from its membership when deemed necessary.

The Allocations Committee shall be a standing committee whose purpose shall be to make recommendations to the Council concerning the allocation of funds from the student activity fee as outlined in the student activity fee policy. Membership of this committee shall include the Associate Dean of Students, Director of Student Activities, one faculty member of the Council, the SGA President, and two student members of the Council.

Article VI. Amendments

Amendments to this constitution may be proposed and ratified by a majority vote of the members present of the Council. A ratification vote shall be taken at a meeting subsequent to the one at which a formal proposal to amend is accepted.