

Senate Elections

Purpose: This bylaw is intended to help clarify the election process.

I: Election Protocol

A. The December election will be held by secret ballot via electronic survey sent by the Student Affairs office the first weekend in December. The secret ballot will be open from Friday at 5 PM to Monday at 8 AM.

B. Each class member may submit their rankings one (1) time. The ranking will result in the following casting of votes and be stated in the secret ballot:

Class of 2020	Class of 2021	Class of 2022 and Beyond
1st Rank = 6 votes	1st Rank = 5 votes	1st Rank = 4 votes
2nd Rank = 5 votes	2nd Rank = 4 votes	2nd Rank = 3 votes
3rd Rank = 4 votes	3rd Rank = 3 votes	3 Rank = 2 votes
4 Rank = 3 votes	4 Rank = 2 votes	4 Rank = 1 vote
5 Rank = 2 votes	5 Rank = 1 vote	
6 Rank = 1 vote		

C. Each society president is the Dellegate elected with the most votes in their MS2 December election. These students will be privately offered the opportunity to serve as a Co-President by Student Affairs. If a student does not wish to serve, the position will be offered to the person who received the next most votes in their society; this process will continue until Co-President positions are filled. Anyone who does not wish to serve as Co-President can still be offered a position as a general Senate Dellegate.

D. Those students receiving the most votes after the Co-Presidents will be privately offered the opportunity to serve on the Senate by Student Affairs. If a student does not wish to serve, the position will be offered to the person who received the next most votes in their society; this process will continue until all positions are filled. Only after all positions are filled will the elected Dellegates be made public.

E. In the event of a tie, the person with the most 1st place rankings will win. If needed, the next comparison will be 2nd place rankings, 3rd place rankings, 4th place rankings, 5th place rankings, and 6th place rankings. In the event that there is still a tie, a runoff election will be conducted by Student Affairs.

F. The new Dellegates will begin serving on January 1.

Approved on 11/27/17

Senate Orientation

Purpose: This bylaw is intended to help incoming Senate members transition into the Senate. It is also intended to balance the institutional knowledge of prior Senate members while also protecting and respecting the time of the former Senate members during the time of transition.

I. Senate Orientation

- A. A Senate Orientation meeting shall be conducted in-person, led by the current or outgoing Co-Presidents, for all new Senate members at least three (3) days prior to the first Senate meeting following their election.
- B. The Senate Orientation meeting may also be attended by any outgoing Senate members who will no longer be serving on the Senate.
- C. The Senate Orientation meeting should be preceded by an email containing the following attachments:
 - i. Copy of the Dell Medical School Student Body Constitution & Bylaws.
 - ii. Senate Goings-On: This should include highlights from the previous year and/or ongoing discussions where the new members will be expected to play a role in the discussion or voting.
 - iii. List of all current Dellegates and their contact information.
 - iv. List of Task Forces, their missions, and members of each.
 - v. List of upcoming meeting dates.
 - vi. List of important dates outside of meetings, which may include Senate Social, to be planned within the first thirty (30) days of the new Dellegates election.
 - vii. Copy of the last three (3) Senate meeting minutes.
 - viii. Agenda for the upcoming Senate meeting.
 - ix. Access to the Senate Google Drive.
 - x. Training on procedural elements of Senate meetings (submitting agenda items, etc.)
- D. Outgoing Senate members will make themselves available either in-person or via email to the incoming Senate members for a minimum of thirty (30) days following the Senate Orientation meeting. Outgoing Senate members may make themselves available for additional time at their discretion.

Approved on 11/27/17

Dellegate Attendance

Purpose: This bylaw is intended to support full contribution of all Dellegates.

II. Dellegate Attendance

- A. Dellegates should notify the Co-Presidents as far in advance as possible if they will be missing a meeting and the reason for missing the meeting when appropriate. If it is known in advance that quorum will not be met, then the Co-Presidents will reschedule the meeting to a time when quorum can be met.
- B. A Dellegate-attendance problem occurs if any of the following conditions exist in regard to a Dellegate's attendance to Senate meetings:
 - a. The member has two un-notified absences in a row ("un-notified" means the member did not communicate in writing at least one day in advance to a Co-President before the upcoming meeting to indicate they would be absent from the upcoming meeting).
 - b. The member has three notified absences in a row unless otherwise approved by the Co-Presidents. (For example, if the Dellegate must miss three meetings in a row due to rotation schedules or other school-related obligations.)
 - c. The member misses one third of the total number of Senate meetings in a twelve-month period due to "un-notified" absences. (Assuming approximately 24 meetings per year, missing 8 meetings would qualify as a Dellegate-attendance problem)
- C. **Suggested Response to a Dellegate-Attendance Problem**

If a Dellegate-attendance problem exists, the Co-Presidents will promptly contact the Dellegate to discuss the problem and notify the Senate. The Senate will discuss the circumstances surrounding the absences and vote on whether or not to terminate that Dellegate's term per **Article 2, Section 1: The Removal of Office Clause** of the Constitution. If the Senate votes to terminate the Dellegate member's position or the Dellegate decides to resign their position, the vacancy will be filled per **Section 1: Elections and Recall** of the Constitution.

Approved on 3/19/18