

NEVADA STUDENT ALLIANCE (NSA)

AGENDA

May 12, 2016

4:00 p.m. to 6:00 p.m.

**Nevada System of Higher Education (NSHE)
Reno System Administration Building, Room 134
2601 Enterprise Road
Reno, NV 89512**

Video Conference Connection from the Meeting Site to:

Carson City-WNC Dini 105

Elko-GBC LCSL 122

Henderson- NSC RSC 370

Las Vegas–CSN CHEY 2638 and NSHE System Admin 101

ROLL CALL: Ms. Andrea Senda, Western Nevada College, ASWN (NSA Vice Chair)
Mr. Brandon Boone, University of Nevada, Reno, ASUN
Ms. Yesenia Cuevas, Nevada State College, NSSA
Ms. Jessica Connolly, Desert Research Institute, GRAD
Mr. Carlos Fernandez, University of Nevada, Las Vegas, CSUN
Mrs. Chelsey Fox, Great Basin College, SGA
Ms. Meghan Pierce, University of Nevada, Las Vegas, GPSA
Ms. Brenda Romero, College of Southern Nevada, ASCSN
Mr. Tyler Ross, University of Nevada, Reno, GSA
Mr. Spencer Schultz, Truckee Meadows Community College, SGA

IMPORTANT INFORMATION ABOUT THE AGENDA AND PUBLIC MEETING

NOTE: Below is an agenda of all items scheduled to be considered. Notification is hereby provided that items on the agenda may be taken out of the order presented, two or more agenda items may be combined for consideration, and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

In accordance with NRS 241.020(6), supporting materials that are submitted to the Nevada System of Higher Education (NSHE) Office of Academic and Student Affairs will be made available in advance of the meeting as follows: 1) from the NSHE Office of Academic and Student Affairs by calling Sally Jackson at (775) 784-3443 or emailing her at Sally_Jackson@nshe.nevada.edu; or, 2) by accessing the electronic version of the agenda posted on the NSA page of the NSHE website:

<http://www.nevada.edu/studentgov/>

In addition, a limited number of copies of any such supporting materials will be available at the meeting site.

Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please call the Academic & Student Affairs Office in advance at (775) 784-3443 or (775) 784-3447 so that arrangements may be made.

1. ROLL CALL

NSA Vice Chair Andrea Senda will take roll call of members and ask guests at each of the video sites to identify themselves so their names may be recorded in the minutes.

2. PUBLIC COMMENT**INFORMATION**

Public comment will be taken during this agenda item. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. Comments will be limited to three minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The NSA Chair may elect to allow additional public comment on a specific agenda item when that agenda item is being considered.

In accordance with Attorney General Opinion No. 00-047, as restated in the Attorney General's Open Meeting Law Manual, the NSA Chair may prohibit comment if the content of that comment is a topic that is not relevant to, or within the authority of, the NSA, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

3. APPROVAL OF MINUTES**FOR POSSIBLE ACTION**

Request is made for approval of the minutes for the NSA meetings held on March 3 and 4, and April 7, 2016.

4. INTRODUCTION OF NEW MEMBERS/TRANSITION DATES**INFORMATION**

New and existing members will introduce themselves to the group and share the student government leadership transition dates for each of their campuses.

5. NSA NEWSLETTER**INFORMATION**

Former NSA Chair Caden Fabbi will update the group on progress made toward publishing a Spring 2016 NSA newsletter.

6. STATE OF STUDENT ADVISING - NSA REPORT**FOR POSSIBLE ACTION**

At the December 3, 2015 NSA meeting, Alliance members expressed what they discovered on their campuses relating to the quality and quantity of student advising. Alliance members subsequently provided the information they gathered on their campuses to Former NSA Chair Caden Fabbi, who compiled the information into a report for presentation to the Board and Chancellor. Former Chair Fabbi requests approval of the contents of the finalized report, which will afterwards be shared with the Board and Chancellor.

7. PROPOSED NSA CONSTITUTIONAL REVISION INFORMATION

Based on a discussion by the Alliance at the March 3, 2016 meeting, NSA Vice Chair Andrea Senda and former NSA Chair Caden Fabbi request members to consider an amendment to the NSA constitution regarding ex-officio members. Specifically, Section 210 of the current NSA constitution allows each student body president to appoint one ex-officio member, but limits these members to officers of the member student governments. The proposed revision would open up eligibility for appointment as an ex-officio member to any currently enrolled student from a member institution. Members may also discuss other amendments to Section 210, possibly including but not limited to clarification of the purpose of an ex-officio member and/or a process or timeline for appointment.

8. 2016 NSA MEETING DATES/MEMBER BIOS INFORMATION

Director of Student Affairs Renee Davis will present to members the updates to NSA meeting schedule for 2016. Members are asked to share this information with their successors at the time they change office. In addition, Ms. Davis will request all new members to provide a short (one paragraph) bio and photo for the [NSA web page](#) prior to the June 9-10 Board of Regents meeting.

9. NEW BUSINESS INFORMATION

Items for consideration at future meetings may be suggested. Any discussion of an item under “New Business” is limited to description and clarification of the subject matter of the item, which may include the reasons for the request.

10. PUBLIC COMMENT INFORMATION

Public comment will be taken during this agenda item. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. Comments will be limited to three minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The NSA Chair may elect to allow additional public comment on a specific agenda item when that agenda item is being considered.

In accordance with Attorney General Opinion No. 00-047, as restated in the Attorney General’s Open Meeting Law Manual, the NSA Chair may prohibit comment if the content of that comment is a topic that is not relevant to, or within the authority of, the NSA, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

Posted in accordance with Nevada Open Meeting Law (NRS Ch. 241) at the following locations:
CSN, Building D, 1st Floor, 6375 W. Charleston Blvd., Las Vegas, NV 89146-1124
DRI, Maxey Building, 2215 Raggio Parkway, Reno, NV 89512-1095
DRI, Southern Nevada Science Center, 755 E. Flamingo Road, Las Vegas, NV 89119-7363
GBC, Berg Hall, 1500 College Parkway, Elko, NV 89801
NSC, Great Hall, 1125 Nevada State Drive, Henderson, NV 89015
TMCC, Red Mountain Building (RDMT 200) 7000 Dandini Blvd. Reno, NV 89512

UNLV, Flora Dungan Humanities 9 (FDH), 1st and 7th Floors, 4505 Maryland Parkway, Las Vegas, NV 89154-1001

UNR, Clark Administration, University of Nevada, Reno, Reno, NV 89557

WNC, Bristlecone Building Lobby, 2201 W. College Parkway, Carson City, NV 89703

System Administration, 4300 S. Maryland Parkway, Las Vegas, NV 89119-7530

System Administration, 2601 Enterprise Road, Reno, NV 89512

Nevada Public Notice Website - <https://notice.nv.gov>

Nevada Student Alliance State of Student Advising Report



(Draft 3/3/16)

*Written and Compiled by the Nevada Student Alliance (NSA) for
the Nevada System of Higher Education Board of Regents*

At the September 2015 Nevada Student Alliance meeting, concerns were expressed regarding the quality and quantity of student advising on NSHE campuses to the Chancellor and Board leadership. The Alliance was asked to research this topic on each of their respective campuses and compile a report for dissemination to the Chancellor, staff and Regents. This report contains these findings, broken down by institution and based upon the findings by each of the Student Body Presidents.

-Caden Fabbi, NSA Chair

Advising Report for College of Southern Nevada

At the College of Southern Nevada, advising and counseling services have become to separate departments, each with different goals and purposes. The counseling department helps students that have already declared a major and need assistance with graduation evaluations, degree audits, excess fee appeals, and various other issues. Counselors tend to base their work on quality, and tend to meet with less students on average compared to advisors. The advising department, on the other hand, meets with first time students to help the find the correct path in their first semester, and help students develop academic success strategies.

In the 2015 year, the Advising Department met with over 18,000 students. 3,000 of those students completed the email or paper survey that is administered to them one day after their appointment (the change from paper to email surveys occurred in October 2015. Respondents gave mostly positive feedback for a number of reasons. This is likely because the Advising Department has increased its number of communication outlets. Students are able to make in-person appointments from thirty minutes to an hour, and are also able to receive quicker feedback via email (the department has a 48 hour email-respondent requirement.) The Department also provides an online video chat room, which allows students to talk with an advisor from their own homes. This also enables advisors to meet with larger number of students at various times.

The department has also implemented a peer advising program for students. After meeting with an advisor, students can meet with a peer student advisor who can answer additional questions that the student may not have felt comfortable asking their advisor. The peer advisors help bridge the gap between faculty and students, as they can get a student perspective that they can relate to. Peer advisors have engaged with over 40 percent of the students that have met with a professional advisor.

As a whole, advising has got a long way to go on finding better ways to collect data from students to better analyze their success and opportunities, but the initiatives that have been implemented have greatly helped students identify the resources they need to be successful.

Advising Report for Truckee Meadows Community College

TMCC's Academic Advisement is a centralized office with seven full-time Academic Advisors, 2-3 peer advisors, and generally 1-2 Graduate Student Interns serving all student populations on campus. All appointments are scheduled are 30 minutes in length. The office also coordinates transfer events and workshops, pre-professional student programming, Early Alert, Excess Credit Fee appeals, major exploration, international student advising, new student orientation, and course substitution requests. Each advisor is assigned to coordinate one of the above areas in addition to keeping up with an academic division at TMCC and the corresponding division at UNR. Every week, a department at UNR or TMCC presents programmatic updates to the staff to ensure quality and accuracy of information provided to students during appointments.

The office has grown and expanded access to students since FY14. In FY15, the office was up 151.9% in overall student appointments compared to the previous year. Each academic advisor sees approximately 900-1200 students in one-on-one advising appointments over the course of a year; two additional advisors added in FY16 increased the appointment capacity by 1800-2400 appointments for the year. As you can see from the chart below, TMCC is on target to see over 10,000 students in individual appointments by FY16 close. Orientation, housed in the Academic Advisement office, runs approximately 120 group workshops for students for summer/fall and the majority of those students are yet to be seen this year, with orientation programs starting in April of this year.

Comparison of student contacts for the last two fiscal years

Academic Year	Appointments	Orientation participants	Quick Answer
2013-14	5334	2843	N/A
2014-15	9564	2526	1261*
2015-16**	6130	1780	4960
*Started this service in April 2015 **July 1-Jan 31, 2016 (7 months into FY16)			

The longest wait time that a student waited to make an appointment with an academic advisor was 4 working days during the week, which was before the academic semester began in August of 2015. Students are also able to have quick questions answered by calling the "Quick Answer" advisor or coming in to the office and speaking to the advisor on duty at the Quick Answer desk, which has greatly reduced appointment wait times. For most of the year, there are next day-of appointments available.

Advising Report for Great Basin College

A year after a student receives their degree/certificate from Great Basin College, a graduate survey is sent to them with a variety of questions, including a few on their advising experiences. Advising is highly utilized by students at GBC from both departmental faculty and staff/employees. One question in the survey asks which services students used the most in their time at the college, of which 66.2 percent of respondents said one-on-one advising, so it is clearly a services that is highly utilized by the student body. Below are some of the results of this survey.

Graduate Survey Results, 2014 cohort

Question Asked in Survey	Very Satisfied	Very Dissatisfied
Availability of academic advising	25.83	2.5
Availability of academic advising from departmental faculty advisor	41.32	1.65
Quality of Career Advising	15.83	3.33
Overall effectiveness of the advising system	29.75	3.31

In a more recent survey, conducted in 2015, 56.29 percent of students reported feeling satisfied with GBC's advising services, with only 1.9 percent reporting feeling unsatisfied ($n=421$).

Generally, students appear to be satisfied with quantity/quality of campus advising at Great Basin College.

Advising Report for Western Nevada College

Western Nevada College (WNC) surveys its students biannually. These surveys are done through the *Community College Survey of Student Engagement (CCSSE)* and *Noel-Levitz Student Satisfaction Inventory*. Surveys are alternated each year they send them out to the students. For example, in the spring of 2014, WNC used CCSSE, and in spring of 2016, they will be using *Noel-Levitz*.

The data that is provided about academic advising at WNC is from the CCSSE 2014 Means Report. Questions that were asked and their results can be seen below.

<p>1) In your experience at this college during the current school year, about how often have you done each of the following (1=Never, 2=Sometimes, 3=Often, 4=Very Often)?</p> <ul style="list-style-type: none"> ▪ Talked about career plans with an instructor or advisor – <ul style="list-style-type: none"> Part-time students: 2.03 Full-students: 2.33 All Students: 2.2
<p>2) How much does this college emphasize each of the following (1=Very little, 2=Some, 3=Quite a bit, 4=Very much)?</p> <ul style="list-style-type: none"> ▪ Providing the support you need to help you succeed at this college [SUPPORT] <ul style="list-style-type: none"> Part-time students: 2.95 Full-time students: 3.04 All Students: 3
<p>3) How satisfied are you with the following services at this college (1=Not at all, 2=Somewhat, 3=Very)?</p> <ul style="list-style-type: none"> ▪ Academic advising/planning [SUPPORT] <ul style="list-style-type: none"> Part-time students: 2.3 Full-time students: 2.3 All Students: 2.3 ▪ Career Counseling <ul style="list-style-type: none"> Part-time students: 2.11 Full-time students: 2.17 All Students: 2.14

4) How important are the following services to you at this college (1=Not at all, 2=Somewhat, 3=Very)?

- Academic advising/planning –
All Students: **2.55**
- Career counseling
All students: **2.4**

5) How often do you use the following services at this college? (1=Rarely/Never, 2=Sometimes, 3=Often)?

- Academic advising/planning: **1.81**
- Career counseling: **1.59**

As stated above, *Noel Levitz Student Satisfaction Inventory* survey will be given to the students this spring semester. The questions that students are asked to rate in Noel Levitz in regards to academic advising are:

- My academic advisor is approachable.
- My academic advisor helps me set goals to work toward.
- My academic advisor is concerned about my success as an individual.
- My academic advisor is knowledgeable about my program requirements.
- My academic advisor is knowledgeable about the transfer requirements of other schools.
- Academic support services adequately meet the needs of students.

Additional questions were added to the *Noel-Levitz Student Satisfaction Inventory* in a collaboration between the Associated Students of Western Nevada (ASWN), the Institutional Research Director, and the Director of Counseling. The survey may shape the direction of the future of WNC Counseling, as there is a possibility that the data may show that students prefer to have an academic advisor assigned to them; many students only meet with their advisor when they first start off at WNC and again when they are about to graduate.

As of right now, students at WNC can drop in and see a counselor when they would like, or they can also make an appointment and ask to see particular counselor that they are comfortable with. The counselors at WNC are very flexible and are really good at seeing students as soon as they can. Of course, there are those days where it can be really busy and a student has to wait to see a counselor. The max time a student has to wait to see a counselor usually does not exceed more two weeks. There are also alternatives for academic assistance other than the counseling center here at WNC. There is the Latino Cohort, Veterans Center, Academic Success Center, or an individual faculty members.

Advising Report for Nevada State College

- 3 advisors currently that oversee all of our students
- One advisor for psychology, history, and business majors
- One other advisor for all our education and Biology students.
- One advisor for all math and Nursing students.

Because of lack of access to academic advisors, this leads most of our students to look for other faculty on campus for support.

The Advising Center is trying to improve their services and is working to get more advisors.

Advising Report for University of Nevada, Reno

Advising at the University of Nevada, Reno may happen in many different forms: by major, at the college level, or in a specific on-campus activity, depending on the help needed. The University Advising Center advises undeclared, general studies, non-degree seeking and pre-professional students. Students in the Honors Program may receive personalized advising, as well as student-athletes. There are numerous faculty/major advisors as well at the college-level, who can help students decide on courses to take and ensure that they are on the track to graduation. These advisors take the bulk of our students.

Students are surveyed regularly about their advising experience at the University in order to identify potential quantitative and qualitative improvements. The survey can be broken down by class standing, gender, race/ethnicity, enrollment status, grade point average, academic college, and more. The survey results shown below are a summary of student advising feelings across the entire campus, including Honors and student-athletes, based on the survey conducted in the Spring of 2015.

2015 Academic Advising Survey Results (n=722)

Advisor Meetings-total

None:	3.9%
1-2 times:	28.4%
3-4 times:	34.9%
5-6 times:	17.9%
7-8 times:	9.1%
9+ times:	5.8%

Advisor Meetings-last year

1 time:	12.7%
2 times:	29.1%
3 times:	34.5%
4 times:	15.2%
5 times:	5.1%
6 times:	3.3%

Advisor Role

Faculty:	31.6%
Professional:	27.8%
Other:	3.2%
Unsure:	37.4%

Prefer Same Advisor

Yes:	71.7%
No:	13.9%
Not Sure:	14.4%

Prefer Whoever Available Sooner

Yes:	39.6%
No:	46.6%
Not Sure:	16.8%

I know how to schedule an appointment

Yes:	88.8%
No:	6.5%
Not Sure:	4.7%

Able to schedule appointment within

2 days:	11.6%
1 week:	40.6%
2 weeks:	20.8%
3 weeks:	7.3%
4 weeks:	2.4%
More than 4 weeks:	3.5%
Not Sure:	13.9%

4-Year Plan provided?

Yes:	65.7%
No:	27.1%
Not Sure:	7.2%

Overall satisfaction with advising

Very satisfied:	32.1%
Satisfied:	28.3%
Neutral:	15.0%
Dissatisfied:	11.2%
Very dissatisfied:	11.6%
Have not seen an advisor:	1.7%

Academic Advising Survey Results (continued)

Please rate your satisfaction with the following types of advising sessions: (very satisfied=5; very dissatisfied=1)

	UNR
Summer orientation	3.41
Individual (in-person) advising	3.85
Group advising	2.96
Phone advising	3.16
E-mail advising	3.48
Online advising (eg: web chat, WebCampus, video, etc.)	3.11

Based on your MOST RECENT academic advising experience, please indicate your level of agreement with the following topics (scale 1-5)

	UNR
Adequate time allotted for my advising session	4.07
Advisor was prepared for our meeting	3.92
Advisor assisted me with class selection	3.88
Advisor addressed GPA issues	3.43
Advisor addressed issues with prerequisites	3.85
Advisor addressed degree program requirements	4.11
Advisor answered questions about academic issues and/or referred me to appropriate resources	3.84
Advisor furnished accurate and up to date information	3.94
Advisor was respectful and professional	4.21
Advisor made me feel comfortable asking questions	4.02
Advisor was concerned about my academic success	3.84
Advisor assisted me with career planning and/or made appropriate referrals	3.45

Based on your OVERALL academic advising experience, please indicate your level of agreement with the following statements (scale 1-5)

	UNR
I know where to go for academic advising	4.32
Advising staff greets me in a welcoming manner when I arrive for an appointment	4.00
Advising is easily accessible by phone	3.26
Advising is easily accessible by email	3.78
My college or advising center has a useful and friendly advising website	3.45
Advising provides material related to academic success	3.79

Based upon this data, students are generally very satisfied with the availability and quality of on-campus advising. This is likely because in recent years, the University has invested resources in creating professional advising positions in each of the colleges to work with students. In 2014, the professional advisor to student ratio was at 871:1, and the University Master Plan calls for lowering that ratio to 500:1 by the year 2021, so professional advising positions are being added annually both to keep up with enrollment growth and still improve the advising experience of the UNR student body.

Advising Report for University of Nevada, Las Vegas

UNLV has 11 academic advising centers on campus—one for each of the academic colleges, one for the Academic Success Center, and one for the Honors College. In 2014, 18,425 unique students were seen by the advising centers (see the breakdown of the students below by major/center).

Unique Students by Center											
Count of NSHE ID	Column Label										
Row Labels	ASC	Business	Education	Engineering	Fine Arts	Health Sciences	Hotel	Liberal Arts	Sciences	Urban Affairs	Grand Total
ASC	1089	86	41	49	53	103	51	108	67	97	1744
Business	25	2522	6	37	39	38	95	80	53	103	2998
Education	26	14	1147	5	17	28	11	73	13	33	1367
Engineering	13	39	3	1835	80	18	10	20	32	15	2065
Fine Arts	25	32	17	26	1436	21	14	48	17	34	1670
Health Sciences	35	39	25	11	22	2843	26	52	117	37	3207
Honors	23	55	11	74	29	45	40	102	177	22	578
Hotel	63	69	10	3	11	16	2469	38	5	18	2702
Liberal Arts	25	84	57	25	50	74	44	2662	211	180	3412
Sciences	35	53	12	94	19	131	14	95	2308	28	2789
Urban Affairs	11	40	17	5	14	21	13	57	18	1699	1895
Grand Total	1370	3033	1346	2164	1770	3338	2787	3335	3018	2266	24427

Yellow columns = students advised by center with major assigned to college

Gray columns = total number of unique students regardless of major

*For example: ASC met with 810 unique students who are declared exploring, but their total number of unique students seen was 1156.

According to the 2014 UNLV Academic Advising Annual Report, UNLV's advisor to student ratio is 1:639, and 73.18% sought out advising in the 2014 year. Both of these statistics are broken down by college below.

College	2014 College Active Students	2014 Number of Advisors	2014 Advisor to Student Ratio	2014 College specific percentage of students advised based on advising center/student's major
ASC	1387	3.5	1 to 396	78.51% (1089/1387)
Business	3893	6	1 to 649	64.78% (2522/3893)
Education	1214	3	1 to 405	94.48% (1147/1214)
Engineering	2472	3	1 to 824	74.23% (1835/2472)
Fine Arts	2045	3	1 to 682	70.22% (1436/2045)
Health Sciences	3986	5	1 to 792	71.32% (2843/3986)
Honors	565	2.5	1 to 226	102.3% (578/565)
Hotel	2741	5	1 to 548	90.08% (2469/2741)
Liberal Arts	3891	6	1 to 649	68.41% (2662/3891)
Sciences	3129	4	1 to 782	73.76% (2308/3129)
Urban Affairs	2809	3	1 to 936	60.48% (1699/2809)
Totals	28132	44	1 to 639	73.18% (20,588/28,132)

*Honors college met with all Honors students and student interested in Honors, therefore they met with more students than their active student count

*The final column shows the number of students advised by center with major assigned to college, compared to total number of active students in first column

It appears that the majority of UNLV students are advised at least once each year. UNLV advising hopes to continue its efforts to ensure that all students meet regularly with an advisor in order to stay on track to graduate in four years.

Advising Report for UNR and UNLV Graduate Schools and Desert Research Institute

Advising for Graduate Students is slightly different than undergraduates. All graduate students need to complete a plan of study, which allows the graduate student to select an advising committee, with a primary advisor and outside-department advisor to help the students navigate their academic journey.

The nature of the advising relationship seems to vary dependent on program, professor, and student. Landing somewhere on a continuum between minimal guidance/support to very structured guidance/support, but these components vary depending on student, professor, and program of study.

There is no formal advising at DRI. Students approach their program directors for advice on which classes are important and relevant for them. Currently, interviews are being carried out for an Assistant Vice President of Research, and part of their role will be to oversee the GRAD Association and will hopefully improve our advising and surveying system in the near future.



CONSTITUTION OF THE NEVADA STUDENT ALLIANCE

Effective March 25, 2016

ARTICLE 1 - The Association

Section 100 This association shall be named the Nevada Student Alliance (NSA).

Section 110 The purpose of the Nevada Student Alliance shall be:

110.1 To promote, foster, advance, represent, and protect the interests and welfare of the students of the Nevada System of Higher Education;

110.2 To give the students of the Nevada System of Higher Education a unified voice before all systems and legislative bodies;

110.3 To aid in the enactment of legislation for the common good, as well as the good of students; and

110.4 To aid member schools' student governments in the attainment of their goals without undue interference in their internal affairs.

ARTICLE 2 - Membership

Section 200 Each of the ten student governments (undergraduate and graduate) in the Nevada System of Higher Education (University of Nevada, Reno, University of Nevada, Las Vegas, Nevada State College at Henderson, College of Southern Nevada, Truckee Meadows Community College, Western Nevada College, Great Basin College and Desert Research Institute) shall be members of the Nevada Student Alliance.

Section 210 Each Student Government Organization shall have one voting representative on the Nevada Student Alliance.

210.1 Each president of the student governments shall act as or appoint a voting representative to serve on the Alliance.

210.2 Voting representatives shall be the only persons eligible for the positions of Chair, Vice-Chair and Secretary.

Section 220 Each president of the student governments may appoint an ex-officio representative to serve on the Alliance.

220.1 ~~Officers-Currently enrolled students~~ from the member ~~student governments-institutions~~ shall be the only persons eligible to serve as ex-officio representatives.

Section 230 A representative serves one full year, to correspond with his or her respective institutional term of office, unless the representative resigns, is impeached and removed, or is removed by their respective student legislative body.

ARTICLE 3 –Meetings, Officers and Voting

Section 300 Meetings of the Nevada Student Alliance may coincide with meetings of the Nevada System of Higher Education Board of Regents and shall be held in compliance with Chapter 241 of the Nevada Revised Statutes.

300.1 A quorum shall consist of a simple majority of the members of the Nevada Student Alliance.

In case of a member abstaining from voting, the necessary quorum and number of votes necessary to act shall be reduced as though the member abstaining were not a member of the body.

300.2 Any decision by the Alliance requires approval from at least a simple majority of voting members present, unless otherwise stipulated in this constitution.

300.3 The meetings will be facilitated by a chairperson. The chair shall be elected by at least two-thirds of the Alliance's voting representatives at the first meeting.

300.31 The chair will serve one term consisting of one year, to correspond with his or her respective institutional term of office.

300.32 No member organization shall hold consecutive terms as the chair.

300.33 The chair and vice-chair cannot be from the same member institution.

300.4 The chairperson has the following rights and duties:

300.41 The right to vote;

300.42 The responsibility for preparing agendas and submitting minutes for the next meeting;

300.43 The responsibility to run each meeting according to the latest edition of Robert's Rules of Order; and

- 300.44 The responsibility to oversee outreach efforts of the Alliance, including social media, or delegate an Alliance member to do so.
- 300.5 A vice-chairperson shall be elected by at least two thirds of the Alliance's voting representatives at the first meeting.
- 300.51 The vice-chair will serve one term consisting of one year, to correspond with his or her respective institutional term of office.
- 300.52 No member organization shall hold consecutive terms as the vice-chair.
- 300.53 The chair and vice-chair cannot be from the same member institution.
- 300.6 The vice-chair shall have the following rights and duties:
- 300.61 The right to vote;
- 300.62 The responsibility to fill the position and duties of the chair in the event of said chair's absence, resignation or impeachment; and
- 300.63 The responsibility to organize, compile and publish the NSA Newsletter.
- 300.7 A secretary shall be elected by at least two thirds of the Alliance's voting representatives at the first meeting.
- 300.71 The secretary will serve one term consisting of one year, to correspond with his or her respective institutional term of office.
- 300.72 No member organization shall hold consecutive terms as the secretary.
- 300.8 The secretary shall have the following rights and duties:
- 300.81 The right to vote;
- 300.82 The responsibility to take minutes at every meeting and to ensure that the minutes are in a format ready for distribution with the agenda for the subsequent meeting; and

300.83 If not able to attend a meeting, the responsibility to secure a substitute from the Alliance membership to take notes at that meeting and to obtain said notes and ensure that the minutes are in a format ready for distribution with the agenda for the subsequent meeting.

Section 310 Provisions for Proxy

310.1 Each representative shall have the right to send a proxy in his/her place if unable to attend. This person shall have the right to vote.

310.11 Any member of the Alliance wishing to exercise the right to a proxy shall, in advance of the meeting, notify the Alliance Chair in writing of the person designated to be his/her proxy and for which specific meeting. At commencement of the meeting the Chair shall, on the record, introduce the proxy by name and indicate for which member he/she is acting as proxy.

ARTICLE 4 - Amendment

Section 400 Amendment of this constitution shall require the following procedures:

400.1 Any voting member may propose a revision to the Nevada Student Alliance Constitution.

400.11 A constitutional revision shall be introduced initially at a meeting of the Alliance as an information item.

- i. A final draft of the amended constitution shall be transmitted to each member of the Alliance.
- ii. Each member of the Alliance shall distribute a final draft of the amended constitution to his/her student legislative body.

400.2 Action on said revision may not be taken by the Alliance earlier than at the immediately subsequent meeting. A two-thirds vote of all voting members of the Alliance is necessary for approval of any amendment of this constitution.

400.3 Once approved by the Alliance, any amendment to this constitution shall not be effective until approved by the Chancellor of the Nevada System of Higher Education.

ARTICLE 5 - Impeachment

Section 500 Impeachment and removal of any member shall require the following procedures:

- 500.1 Any voting member of the Alliance, including the chair and vice-chair, shall have the right to bring impeachment charges against a fellow voting member for violation of the NSHE Code of Conduct, gross negligence of duties, and/or malfeasance of any kind.

In order for impeachment proceedings to commence, each Alliance member must receive a brief report from the Chair explicitly stating the alleged wrongful actions on the part of the member in question. The member in question has the right to submit a rebuttal report. Both reports must be distributed to the full Alliance prior to impeaching proceedings

Impeachment proceedings shall take place during the next scheduled meeting. The member in question has the right to be present for all discussions and will be given an opportunity to address the Alliance.

- 500.2 A two-thirds vote of the Alliance members shall be required to impeach the representative.
- 500.3 In the event of an affirmative two-thirds vote for impeachment, the impeached member shall be immediately removed from office.

Nevada Student Alliance

Meeting Dates for 2016

Revised 4/1/16

Board of Regents – In Person Meetings

Beginning with the June 2016 Board of Regents meeting, NSA will meet twice on Thursdays at regular Board meetings, morning *and* evening. The Thursday morning start time may vary, but is normally 7:00 a.m. or 7:15 a.m. This meeting is an NSA Business meeting. The Thursday evening meeting will start at the end of the Board committee meetings that day, normally 5:00 p.m. This meeting is attended by NSA members, Officers of the Board of Regents, and the NSHE Chancellor. All NSA members are expected to attend in person or appoint a proxy to attend on his or her behalf. Please follow the established NSA proxy communication protocol in advance of the meeting (see page 2 of this document for details).

- March 3-4 / Nevada State College
- June 9-10 / Truckee Meadows Community College
- September 8-9 / University of Nevada, Reno
- December 1-2 / University of Nevada, Las Vegas

Chancellor / NSA - Videoconferences

Video meetings with the Chancellor generally occur the second Thursday of the month beginning at 4:00 p.m., followed by an NSA business meeting that ends no later than 6:00 p.m. See locations below. In the event a meeting is cancelled or changed, updates are emailed to the Student Body Presidents and posted on the NSA web page (scroll to bottom of the page for updates to this meeting dates document):

<http://system.nevada.edu/Nshe/index.cfm/administration/academics-student-affairs/students/student-government/>

- January 14
- February 11
- April 7
- May 12
- July 14
- August 11
- October 13
- November 10

These video meetings will be held in the following rooms, unless a conflict arises and the room is changed. Please check the NSA agendas prior to the meeting to confirm location. Also, *please arrive early* to ensure access to rooms that may be locked and to verify that video equipment is operational.

CSN – Cheyenne 2638

Attendees must contact campus security to get door locked when departing.

GBC – LCSL 122

NSC – RSC 370

WNC – Dini 105

System Office – Reno 134 (including UNR & TMCC)

System Office – Las Vegas 101 (including UNLV)

**Nevada Student Alliance
Meeting Dates for 2016**

Revised 4/1/16

Procedures for Proxy

Per the NSA Constitution, NSA members must notify the NSA Chair in writing in advance of the meeting. Members are asked to email this information to the NSA Chair using the following wording:

I, [VOTING MEMBER'S NAME], [TITLE] of the Nevada Student Alliance, hereby designate as my proxy [NAME OF STUDENT TO WHOM YOU ARE GIVING YOUR PROXY], to cast my vote(s) at the Nevada Student Alliance Meeting taking place on [DATE]. - [SIGNATURE & DATE]

Please also copy the NSA Secretary as well as the Director of Student Affairs, who serves as the System liaison to NSA (contact information below).

Note: If you have questions about any information contained in this document, please contact NSHE Director of Student Affairs Renée Davis at 775-784-3447 or renee_davis@nshe.nevada.edu.