

NEVADA STUDENT ALLIANCE (NSA)

Agenda

June 9, 2016

7:15 a.m. to 8:15 a.m.

Truckee Meadows Community College

7000 Dandini Boulevard

Reno, NV 89512

Red Mountain Building

Room 122

ROLL CALL: Mr. Brandon Boone, University of Nevada, Reno, ASUN
Ms. Desiree DeCosta, Nevada State College, NSSA
Mr. Carlos Fernandez, University of Nevada, Las Vegas, CSUN
Ms. Chelsey Fox, Great Basin College, SGA
Ms. Meghan Pierce, University of Nevada, Las Vegas, GPSA
Ms. Jill Robinson, College of Southern Nevada, ASCSN
Mr. Tyler Ross, University of Nevada, Reno, GSA
Mr. Deep Sengupta, Desert Research Institute, GRAD
Mr. Cody Shepard, Western Nevada College, ASWN
Mr. David Turner II, 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

NSHE Director of Student Affairs and NSA Advisor Renee Davis will take roll call of members and circulate a sign-in sheet for guests 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. WELCOME TO NEW MEMBERS**INFORMATION**

Renee Davis will introduce herself, welcome the new members to NSA and ask them to introduce themselves to the group. She will also provide a brief overview of the NSA meeting schedule.

4. ELECTION OF NEW OFFICERS**FOR POSSIBLE ACTION**

Renee Davis will briefly discuss the duties of each of the NSA officers and open up the floor for nominations for the three 2016-17 NSA officers: chair, vice chair and secretary. Candidates for each office must be elected by at least two-thirds of voting representatives at this (the first) meeting. No member institution may hold consecutive terms in the same office. Chair and Vice-chair cannot be from the same member institution. All discussion and voting will take place in the presence of all members, including officer nominees.

The 2016-17 NSA Officers were:

Chair: Caden Fabbri, UNR ASUN

Vice Chair: Andrea Senda, WNC ASWN

Secretary: Kanani Espinoza, UNLV CSUN

At the completion of this agenda item, the new chair will take charge of the meeting.

5. OPEN MEETING LAW**INFORMATION**

System Counsel Nicholas Vaskov will provide a briefing to NSA members regarding Nevada Open Meeting Law.

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

Request is made for the approval of the minutes for the NSA meeting held on May 12, 2016.

7. NSA CHAIR'S REPORT**INFORMATION**

The newly-elected NSA Chair will discuss with the Alliance the contents of the Chair's Report that will be delivered to the Board of Regents later the same morning (on June 9, 2016).

8. 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.

9. PUBLIC COMMENT**INFORMATION**

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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>



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 from the member student governments 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.

OPEN MEETING LAW OUTLINE

OPEN MEETING LAW APPLIES (NRS 241.015):

- When a quorum (simple majority) of the members of the public body or of a subcommittee gather to deliberate toward a decision.
- “Public body”=gov. board, commission, *university foundation*, consisting of at least two persons which expends or disburses, or supported in whole or in part by tax revenue, or which advises or makes recommendations to such a body
- To serial meetings of less than a quorum if deliberation toward decisions occur or if decisions are made with intent to avoid OML requirements. NRS 241.015(3).
- “Deliberate” means “collectively to examine, weigh and reflect upon the reasons for or against the action. The term includes, without limitation, the collective discussion or exchange of facts preliminary to the ultimate decision.” NRS 241.015(2).

OPEN MEETING LAW DOES NOT APPLY (NRS 241.015):

- To social gatherings if no deliberation occurs (NRS 241.015(3)(b)).
- To meetings with attorneys regarding potential or existing litigation (NRS 241.015(3)(b)).
- To receipt of information at briefings so long as no deliberation occurs.

POSTING AND AGENDA REQUIREMENTS INCLUDE (NRS 241.020):

- Time, place, and location of the meeting—meetings are open unless closed session requirements followed (NRS 241.030)
- A list of no less than 3 places where the notice was posted,
 - Include principal place of business or if none, then place where meeting to be held on notice/agenda.
- A statement regarding assistance and accommodations for physically handi-capped people on agenda.
- Agenda contains ***clear and concise statement of the topics***; action items designated, new business item.
- Public comment before any action taken and at end of meeting, or after each item before action is taken; only reasonable time, place, manner restrictions permitted.
- Agenda posted and mailed no later than 9 a.m. of the third working day before the meeting.
 - Post notice and agenda on public body website and on state website.
 - Notice of meetings must be provided to all persons who have requested such notice within last 6 months.
 - Name and contact information of person to contact for supporting material.
 - Copy of materials, unless confidential, must be available at meeting or already provided to members of public on request.
 - Materials must be made available at the time they are made available to members of the public body.
- Emergencies are defined as disasters (acts of God) or impairment of public health and safety

RECORDKEEPING REQUIREMENTS (NRS 241.035):

- Minutes must be made which include: date, time and place of meeting;
 - List of members of public body present and absent;
 - Substance of all matters proposed, discussed, decided;
 - Substance of remarks of members of public and retain copies of any written remarks;
 - Record of their votes, if member requests; and
 - Any other information requested to be included by member of public body.

- Meetings must be recorded by audiotape or other sound reproduction or transcribed by a certified court reporter.
- Audio recordings or certified transcripts must be kept for one year—made available at no cost.
- Minutes or audiotape must be available for public inspection within 30 working days.
- Minutes must be retained for five years, then archival preservation.

CONDUCT OF MEETING AND VOTING (NRS 241.020, NRS 241.0355):

- Meeting must be public and accessible to public; if held by telephone, all members of public must be able to hear all speakers.
- Members of public may record meeting if it doesn't interfere with meeting.
- Discussions must remain on topic.
- Action is taken by a majority vote of the members who are present, unless public body composed of all elected members (then the vote must be by a majority of the elected members); BOR=7 affirmative votes for action (NRS 241.0355).

PRIVILEGES (NRS 241.0353):

- Absolute privilege of statements made by members during meeting (NRS 241.0353(1)), e.g. no defamation or grounds for civil action
- Witnesses have privilege to publish defamation if it is not a knowing misrepresentation (NRS 241.035(2)).

CONSIDERATION CHARACTER, ALLEGED MISCONDUCT, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF A PERSON; ACQUISITION OF REAL PROPERTY BY EMINENT DOMAIN OR ADMINISTRATIVE ACTION AGAINST A PERSON (NRS 241.031, NRS 241.033, NRS 241.034):

- No closed meetings re Chancellor, Presidents or Regents (NRS 241.031).
- There are special notice requirements and hearing conduct requirements. See NRS 241.033 and NRS 241.034.
- Cannot discuss the character, alleged misconduct, professional competence or physical or mental health of a person without giving that person advance written notice.
- Cannot discuss competence (e.g. performance) of employees (other than Chancellor and Presidents) in public—violation of OML and personnel matters are confidential under BOR Code, Title 2, Ch. 5, Sec. 5.6.

CORRECTIONS, CRIMINAL AND CIVIL PENALTIES (NRS 241.0365-241.040):

- Attendance of meeting with knowledge of violation=misdemeanor.
- Wrongful exclusion of anyone=misdemeanor.
- Member attending meeting is not an accomplice of other members.
- Civil penalty=with knowledge of violation \$500.
- Individuals aggrieved may sue (but \$ damages not specified).
- Actions in violation are void or Court may enter injunction against the public body.

CORRECTIVE ACTION (NRS 241.0365)

- Public body may correct the mistake before adjournment or within 30 days after alleged violation.

STUDENT GOVERNMENT (NRS 241.017)

- BOR to establish rules for student governments “equivalent to those of this chapter and shall provide for their enforcement.” See BOR Handbook, Title 4, Ch. 20. BOR adopted OML for student government and provided disciplinary sanction and removal from office.

TITLE 4, CHAPTER 20, SECTION B.—STUDENT GOVERNMENT

3. Regulations for Meetings of Student Governments

1. Pursuant to *Nevada Revised Statutes* 241.017, the Board of Regents establishes these regulations for the meetings of the student governments of the NSHE.
2. "Student government" means each association of students within the NSHE whose constitution has been approved by the Board of Regents of the NSHE.
3. The meetings of any multi-member executive or legislative body, committee, subcommittee, commission or subsidiary thereof of a student government shall be held in accordance with the provisions of the Nevada Open Meeting Law, Chapter 241 of the *Nevada Revised Statutes*, as amended
4. This section shall not apply to judicial proceedings of any student government, except for proceedings or meetings to consider the adoption of rules.
5. Violations of this section shall be treated as follows:
 - a. Any action taken in violation of the provisions of this section is void.
 - b. Each official of a student government who attends a student government meeting covered by the provisions of this section where action is taken in violation of any provision of this section with knowledge of the fact that the meeting is in violation thereof has engaged in conduct which violates an applicable stated policy of the Board of Regents of the NSHE, and such conduct constitutes a violation of Section 6.2.2(t) of the NSHE Code.
 - c. The wrongful exclusion of any person or persons from a student government meeting covered by this section is conduct in violation of Section 6.2.2(t) of the NSHE Code.
 - d. An official of a student government who attends a student government meeting covered by this section at which action is taken in violation of this section is not the accomplice of any other member so attending insofar as violation of the NSHE Code is concerned.
 - e. Any violation of this section constitutes a violation of Section 10.2.1(u) of the NSHE Code and shall be processed procedurally in accordance with Chapter 10 of the NSHE Code.
 - f. The office of every student government official found to have engaged in conduct in violation of this section shall become vacant upon a final determination being made under Chapter 10 of the NSHE Code that such violation has occurred.

Robert's Rules of Order Motions Chart

Based on *Robert's Rules of Order Newly Revised (10th Edition)*

Part 1, Privileged. These motions are listed in order of precedence. A motion can be introduced if it is higher on the chart than the pending motion. § indicates the section from Robert's Rules.

§	PURPOSE:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§21	Close meeting	I move to adjourn	No	Yes	No	No	Majority
§20	Take break	I move to recess for ...	No	Yes	No	Yes	Majority
§19	Register complaint	I rise to a question of privilege	Yes	No	No	No	None
§18	Make follow agenda	I call for the orders of the day	Yes	No	No	No	None

Part 2, Subsidiary Motions.

§17	Lay aside temporarily	I move to lay the question on the table	No	Yes	No	No	Majority
§16	Close debate	I move the previous question	No	Yes	No	No	2/3
§15	Limit or extend debate	I move that debate be limited to ...	No	Yes	No	Yes	2/3
§14	Postpone to a certain time	I move to postpone the motion to ...	No	Yes	Yes	Yes	Majority
§13	Refer to committee	I move to refer the motion to ...	No	Yes	Yes	Yes	Majority
§12	Modify wording of motion	I move to amend the motion by ...	No	Yes	Yes	Yes	Majority
§11	Kill main motion	I move that the motion be postponed indefinitely	No	Yes	Yes	No	Majority

Part 3, Main Motion.

§10	Bring business before assembly (a main motion)	I move that [or "to"] ...	No	Yes	Yes	Yes	Majority
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Part 4, Incidental Motions. No order of precedence. These motions arise incidentally and are decided immediately.

§	PURPOSE:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§23	Enforce rules	Point of Order	Yes	No	No	No	None
§24	Submit matter to assembly	I appeal from the decision of the chair	Yes	Yes	Varies	No	Majority
§25	Suspend rules	I move to suspend the rules	No	Yes	No	No	2/3
§26	Avoid main motion altogether	I object to the consideration of the question	Yes	No	No	No	2/3
§27	Divide motion	I move to divide the question	No	Yes	No	Yes	Majority
§29	Demand a rising vote	I move for a rising vote	Yes	No	No	No	None
§33	Parliamentary law question	Parliamentary inquiry	Yes	No	No	No	None
§33	Request for information	Point of information	Yes	No	No	No	None

Part 5, Motions That Bring a Question Again Before the Assembly.

No order of precedence. Introduce only when nothing else is pending.

§	PURPOSE:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§34	Take matter from table	I move to take from the table ...	No	Yes	No	No	Majority
§35	Cancel previous action	I move to rescind ...	No	Yes	Yes	Yes	2/3 or Majority with notice
§37	Reconsider motion	I move to reconsider ...	No	Yes	Varies	No	Majority