

UGS Student Leadership Council

Bylaws

I. Mission

The Student Leadership Council (SLC) for the Division of Undergraduate Studies (UGS) at Florida State University advances the mission of UGS through engagement opportunities that enhance the student leadership experience, promotes interaction between students, alumni, and donors, and strengthens the partnership between all programs under UGS.

II. Purpose

The purpose of the UGS SLC is to represent the student voice by serving as the liaison between students and UGS leadership, to increase the awareness of UGS and its programs through events and engagement opportunities for students and alumni, and to support the leadership and development of students while creating connections between students and alumni.

III. Name

The name of the organization shall be the Undergraduate Studies Student Leadership Council (UGS) (SLC).

IV. Membership

The UGS SLC is comprised of representatives from each of the established UGS programs listed below. The total number of representatives is 31.

- A. Honors Program
- B. Office of National Fellowships (ONF)
- C. Presidential Scholars
- D. Global Scholars
- E. Center for Undergraduate Research and Academic Engagement (CRE)
- F. Freshman Interest Groups (FIG)
- G. Advising First
- H. Center for Academic Retention and Enhancement (CARE)

- I. Academic Center for Excellence (ACE)
- J. Living and Learning Communities (LLC)
- K. More in Four
- L. Transfer Student Services
- M. UGS Development Student
- N. Student-Athlete Academic Services (SAAS) Student
- O. Other (subject to selection by UGS SLC advisor)

V. Membership Nominations and Applications

Students can be appointed to the SLC by applying or by a nomination from a UGS staff member. Applications and nominations are collected every semester. The nominations will be reviewed by the SLC Advisor (Associate Director of Alumni and Student Engagement) and the SLC officers for official confirmation.

VI. Terms

All members of the Student Leadership Council shall be appointed for one-year terms with the opportunity for reappointment.

VII. Resignation of Members

If at any time during a member's term, s/he/they are found to not be fulfilling the responsibilities of membership including not attending meetings, they may be asked to resign from the SLC by the SLC Advisor (Associate Director of Alumni and Student Engagement).

If a member wishes to voluntarily resign, the resigning member must submit a written resignation to the SLC Advisor (Associate Director of Alumni and Student Engagement).

VIII. Governance

The members of the SLC consist of the body of the Board and are its government.

IX. Quorum

A simple majority of the members present of the SLC shall constitute a quorum.

X. Officers

Officers of the SLC shall consist of a President, Vice President, and Secretary voted on by the SLC and approved by the advisor (Associate Director of Alumni and Student Engagement) in consultation with the Student Alumni Association Coordinator. Additional discretionary officer positions include events chair, memberships chair, marketing chair, and philanthropy chair voted on by the SLC and approved by the advisor (Associate Director of Alumni and Student Engagement).

- A. President – The president shall call and preside over all SLC meetings; oversee SLC membership and the function of SLC members as ambassadors; be able to attend and speak at required events; meet with the advisor on a weekly basis to report progress; and perform such other duties as may be prescribed by the SLC.
- B. Vice President – The vice president shall coordinate and supervise all SLC meetings; coordinate all SLC events and programs in conjunction with the SLC advisor; assume the duties of the SLC president in his/her/their absence; and perform such other duties as may be prescribed by the SLC.
- C. Secretary – The secretary shall maintain accurate minutes of all meetings; distribute minutes to each member on a timely basis; be responsible for the general communication required for the efficient and effective discharge of the SLC duties and responsibilities; and perform such other duties as may be prescribed by the SLC.

XI. Voting

SLC matters subjected to a vote will be decided by a simple majority of a quorum.

XII. Recommendations

All recommendations of the Student Leadership Council are advisory to the SLC advisor (Associate Director of Alumni and Student Engagement) for implementation at her discretion.

XIII. Meetings

The Student Leadership Council shall meet at least once a month on dates decided by the Council. Special meetings may be called by the advisor (Associate Director of Alumni and Student Engagement) or the SLC president, with reasonable notice to the membership. Selection of meeting dates and locations shall be the responsibility of the advisor.

XIV. Events and Programs

As part of the purpose of the Student Leadership Council, the SLC is expected to host one program/engagement opportunity per month. The SLC is responsible for the 30@12:30 Leadership Webinars focused on bringing awareness of UGS leadership to alumni and donors. Other engagement opportunities include speaker series, networking events, and community service days.

XV. Requirements

- A. SLC members must attend all scheduled meetings unless otherwise noted
- B. SLC members must give notification of an expected absence from a general body meeting to the president and the advisor 24 hours in advance
- C. SLC members must attend events and programs that are coordinated by the SLC unless otherwise noted
- D. SLC members must act as ambassadors when representing Florida State University and the Division of Undergraduate Studies

XVI. Eligibility

In order to be eligible for the UGS Student Leadership Council, applicants must be current full-time degree-seeking Florida State University students

with a cumulative GPA of at least 3.0 with an affiliation to the Division of Undergraduate Studies.

In order to be eligible to apply for the UGS Student Leadership Council officer positions, applicants must be current members of the SLC and a current full-time degree-seeking Florida State University student with a cumulative GPA of at least 3.0 with an affiliation to the Division of Undergraduate Studies.

XVII. Agenda

A tentative agenda will be planned by the advisor (Associate Director of Alumni and Student Engagement) and SLC officers at least 10 days prior to the meeting date. The tentative agenda for meetings will be emailed in advance to the members and other appropriate individuals.

XVIII. Bylaws

Bylaws will be reviewed once every three years by the advisor (Associate Director of Alumni and Student Engagement) and SLC officers.

Current Bylaws are final as of April 10, 2024, and are subject to edits.