

# **Constitution of the Johns Hopkins School of Nursing Student Senate Body**

Preamble

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## **PREAMBLE**

We, the students of the Johns Hopkins University School of Nursing, in order to promote and represent student interests, encourage student involvement, and maintain open communication with administration to advance the interests of students, do hereby establish this constitution for the Nursing Student Senate.

## **ARTICLE I: NAME OF THE ORGANIZATION**

The official name of the organization is *Johns Hopkins University School of Nursing Student Senate* and may be referred to as 'NSS' or simply 'Senate'.

## **ARTICLE II: PURPOSE**

The purpose of the NSS is to serve as an advocate for the School of Nursing student body and to work to strengthen the school community. To that end, the NSS goals are:

1. To promote student advocacy,
2. To promote student awareness and involvement,
3. To promote communication and understanding within the school community and beyond,
4. To foster an environment of academic and non-academic growth,
5. To act as a liaison between the student body and the School of Nursing administration,
6. To advocate for positive change to meet the needs of our constituents, and
7. To promote student collaboration across all degree programs.

## **ARTICLE III: MEMBERSHIP**

The NSS will consist of representatives from each MSN: Entry into Practice cohort, the PhD Student Organization, DNP Student Organization, and the MSN Specialty Program Student Organization or equivalent organization. Student groups may appoint a non-voting representative to attend NSS meetings, and any current student is invited to attend. All current full and part-time students are eligible to run for Senator positions and the Executive Board. Each Master's Entry Cohort will have three representatives: two Senators, who will represent their particular cohort in the Senate, and one Curriculum Committee representative. The MSN Specialty, DNP (Advanced Practice & Executive), and PhD programs will have two Senators to represent their programs in the Senate.

## **ARTICLE IV: ELECTORATE**

Each current JHU SON student shall be a member of the electorate and eligible to vote in their cohort's or program's elections. Full-time, part-time, online, and in-person students are all eligible. All representatives must be elected from the electorate. Prerequisite students are not eligible to vote in program elections.

Each member shall have the right to vote in elections for their representatives, to debate in open sessions, and to participate in all activities of the NSS. The NSS does not discriminate in the admission to nor the participation in any programs or activities which it conducts.

## **ARTICLE V: NURSING STUDENT SENATORS AND CURRICULUM COMMITTEE REPRESENTATIVES**

The NSS consists of Senators and, specific to the MSN: Entry to Practice program, Curriculum Committee Representatives.

### **Nursing Student Senate Position Description**

Each Senator will be responsible for the following:

- Acting as a liaison between their cohort / program and the NSS,
- Participating and supporting NSS activities, including special events,
- Relaying any important issues, ideas, and solutions to the NSS regarding their particular cohort / program,
- Attending all meetings called on by the NSS President,
- Reviewing meeting materials prior to NSS meetings to ensure adequate meeting preparation, and
- Serving on each cohort / program association, if one exists.

### **Curriculum Committee Representative Position Description**

Each Curriculum Committee representative shall attend the JHU SON Curriculum Committee meetings and provide a report of activities to the NSS. The Curriculum Committee Representative is a non-voting position but is included as a member of the NSS. The Curriculum Committee Representatives from various MEN cohorts shall provide an update at the NSS general meetings and at other meetings as required.

## **ARTICLE VI: THE NSS EXECUTIVE BOARD**

The NSS shall be governed by an Executive Board. The Executive Board shall consist of the officers of the NSS. The NSS will elect a President and three Vice Presidents. The candidate that receives the most votes in a given Executive Board election serves that role for one year. Only current NSS Senators are eligible to run for Executive Board positions, provided they will not graduate before the next Executive Board election cycle. Executive Board positions can only be held for one term, and an individual may hold only one Executive Board position at any time.

### *The President*

The President serves as the chair of the NSS, coordinating and facilitating all Executive Board and general meetings. The President will also act as the liaison for the NSS to the Office of Student Affairs, the School of Nursing, and Johns Hopkins University as a whole. The President will also appoint representatives from the NSS to attend important committees and councils as required. The President will only vote in case of a tie amongst the Senate except in the case of their removal from office.

## **Vice Presidents**

The Vice Presidents assist the President in overseeing the meetings and activities of the NSS. The Vice Presidency consists of three positions: one specializing in finances, a second specializing in communication/secretarial duties, and a third in interschool relations.

### *Vice President of Finance*

The Vice President of Finance will properly manage and keep an accurate record of all monies received and disbursed within and by the Senate. In addition, the Vice President of Finance will be the main contributor to the creation of the annual budget for the NSS. Finally, the Vice President of Finance shall assist with event planning and coordination.

### *Vice President of Communication*

The Vice President of Communications supports the dissemination of information from the NSS and other nursing student committees to the student body. The Vice President of Communication serves as the record keeper which involves taking and distributing meeting minutes, sending out an agenda prior to the general meetings, and maintaining important documents, such as the constitution and other policy documents. The Vice President of Communication will work to promote NSS and student organization events through NSS social media channels and announce issues and updates to NSS members and the school as a whole.

### *Vice President of Interschool Relations*

The Vice President of Interschool Relations will act as the Johns Hopkins School of Nursing representative on interschool campus social events. The Vice President of Interschool Relations will coordinate with other Johns Hopkins campuses in organizing social events that foster connections amongst students from different campuses and walks of life. The Vice President of Interschool Relations will also report on events planned by the inter-school social committee to the NSS Executive Board, as well as solicit for feedback from nursing students on the effectiveness of the interschool events.

Order of the Assumption of Power in Absence of President:

1. Vice President of Finances
2. Vice President of Communication
3. Vice President of Interschool Relations
4. Student Affairs appointed individual

## **ARTICLE VII CAMPAIGNING AND VOTING RULES AND REGULATIONS**

### **General Election Procedures**

Each year, two Senators will be voted upon for each MSN: Entry to Practice cohort, the PhD Student Organization, DNP Student Organization, and the MSN Specialty Program Student Organization, or equivalent organization, within two months following the start of the initial

semester. In addition and specific to the MSN: Entry to Practice program, each cohort will vote for one Curriculum Committee Representative, in the same manner and at the same time as the Senator election.

Each individual cohort or program will be responsible for voting for their representatives. Senator positions can be held for the duration of the student's stay at the SON so long as they are voted into office during election time and that the student does not hold an Executive Board position.

### **Executive Board Voting Procedures**

Executive Boards positions will be voted upon by sitting Senators in attendance, including outgoing Executive Board members. However, any Senator graduating at the end of the current spring semester is not eligible to vote in the Executive Board elections. Once a senator has completed their year on the Executive Board, their position comes up for election. Voting will be conducted in the following order:

1. President
2. Vice President of Finance
3. Vice President of Communications
4. Vice President of Interschool Relations

A Senator may run for President and, if not elected, may run for any Executive Board position not yet voted upon. Each position will be voted on individually. Voting will be conducted by simple majority. The election process will be done by anonymous written balloting. Outgoing Executive Board members who are not running for election shall publicly count the votes and announce the winner to the NSS as soon as possible.

### **Campaigning**

Each candidate shall submit a description detailing their platform and experience. These descriptions will then be submitted to Student Affairs and then distributed to the student body prior to the election. Candidates are allowed to create and submit fliers to Student Affairs, which can be made available for display. Platforms will be disseminated to the cohort or program electorate prior to the commencement of voting.

Upon request, students running for a position shall have the opportunity to speak and answer questions from the student body during a time designated by the Advisor and Executive Board.

### **ARTICLE VIII: REMOVAL FROM OFFICE**

An Executive Board member, Senator, or Representative may be removed for unsatisfactory job performance, inappropriate behavior, extended leave of absence, or violation of the JHU SON Honor Code. A member will be required to resign from office if they withdraw, take a leave of absence, are suspended, or are dismissed from the School of Nursing.

For the Executive Board positions, the Senator or Representative may be removed by a simple majority vote of the NSS. Any Senator can start removal proceedings. It must be seconded by an additional Senator.

If the President is the Executive Board member under question, then the Vice President of Finances shall preside over the motion and voting. In the case that the Vice President of Finances is unavailable, or the Senate is voting to remove both the President and Vice President of Finances, the Vice President of Communication shall preside. If the President, Vice President of Finance and Vice President of Communication are unavailable or under question, the Vice President of Inter-School Relations shall preside. If all four Executive Board members are absent or under question, Student Affairs will appoint a representative to preside over the voting process. After removal from office, a special voting will take place within the Senate to replace the vacant position(s).

If the removal of a Senator is requested, two-thirds (2/3) vote of the cohort being represented is needed to remove the senator. A member of the Executive Board will preside over the process. After removal from office, a special election will take place to replace the vacant position.

#### **ARTICLE IX: NSS COMMITTEES**

The purpose of the NSS Committees is to form a team of students & staff/faculty to initiate, manage, and/or work on particular aspect of the School of Nursing experience. These are considered ad hoc committees.

Committees are created and disbanded at the direction of the NSS Executive Board and NSS Advisor. All members are appointed by the NSS Executive Board.

Committees will be given specific authority by the NSS Executive Board, not to exceed the authority of NSS. The Executive Board reserves the final say on all matters recommended by an NSS Committee.

#### **ARTICLE X: ADVISOR**

The Director of Student Affairs will be the Advisor to the NSS. They will advise, guide, and support the NSS, and serve as institutional memory for the organization. Changes in NSS advising are inevitable as Student Affairs staff change. If need arise, the Dean of Student Affairs and Enrollment Management can appoint an interim advisor.

#### **ARTICLE XI: MEETINGS/VOTING WITHIN THE SENATE**

NSS will meet monthly during the spring and fall semesters and at the NSS discretion during all other times. The meetings are open to attendance for the School of Nursing community and each meeting will have an open forum section. The open forum shall provide a setting for community members to offer suggestions, feedback and express grievances.

NSS Executive Board will meet monthly during the fall and spring semesters, with other meetings as required. The President of the NSS, with consensus of the board and committees, will determine the time and location of all meetings. The format of NSS Executive Board meetings shall be determined by the NSS Executive Board.

Each NSS senator will have one vote on all substantive matters. Voting must happen with a quorum present. A quorum is defined as having a majority of Senators represented at the meeting.

## **ARTICLE XII: AMENDMENTS**

The NSS will vote on NSS Amendments. A simple majority is needed for an amendment to pass to be reflected in the NSS constitution. Amendments can be proposed by any active member of the NSS.

## **ARTICLE XIII: CONSTITUTION COMMITTEE**

It is the duty of the president of the Nursing Student Senate to designate a Committee of representatives to review the NSS Constitution as needed. Suggestions to the Constitution will then be reviewed and taken to a vote during a Senate meeting, following the rules set forth in Article XII.

Revised: 04/2018