PRESIDENTS COUNCIL
Rules of Procedure

TABLE OF CONTENTS

I. MISSION STATEMENT.  2
II. FUNCTIONS.  2
III. MEMBERSHIP.  2
IV. DUTIES OF MEMBERS.  4
V. MEETINGS OF THE PC.  4
VI. EXECUTIVE COMMITTEE.  5
VII. ELECTION OF OFFICERS.  7
VIII. SECRETARY.  9
IX. COMMITTEES.  9
X. CENSURE.  11
XI. AMENDMENTS.  11
XII. EFFECT AND INTERPRETATION.  11
I. MISSION STATEMENT.
   A. The goal of the Presidents Council (PC) is to better the student experience and advocate for a student-focused agenda at NYU. The PC considers all matters in which the lived experience, engagement, agency, and unity across the student body is involved and takes the special responsibility to create a community standard across the school and college councils and constituency councils that preside over the student body.

II. FUNCTIONS.
   A. The Presidents Council (PC) shall be a representative body for all New York University (NYU) students and shall protect and promote the lived experience, engagement, agency, and unity across the student body, mainly through programming.
   B. The PC shall have power to act upon matters affecting the students of more than one school or college of NYU. The PC may make recommendations for the consideration of the Student Councils and Constituency Councils at NYU in reference to their programs and policies, and with the advice and consent of such Councils, may establish policies for their mutual organization and governance. At the request of the Dean or Student Council of an individual school or college or the Vice President of Student Affairs or Constituency Council of any body of student interest, the PC may act upon matters affecting the students of the school or college.
   C. The PC shall be one of three bodies that compose the Student Government Assembly (SGA). The parallel bodies of the PC will be the Student Senators Council (SSC) and the Global Student Council (GSC). The decisions of the SGA will have complete jurisdiction over all bodies that compose it. All resolutions passed by the SGA will be binding to the PC, GSC, and the SSC, whose responsibility will then be to implement the policy to the student organizations of the PC or to present the resolution to the University Senate.

III. MEMBERSHIP.
   A. Composition.
      1. The PC will have a membership as follows:
         a) President of Abu Dhabi
         b) President of Shanghai
         c) President of the School of Liberal Studies
         d) President of the College of Arts and Sciences
         e) President of the Graduate School of Arts and Sciences
         f) President of the Stern School of Business (Undergraduate)
g) President of the Stern School of Business (Graduate)
h) President of Tisch School of the Arts (Undergraduate)
i) President of Tisch School of the Arts (Graduate)
j) President of the Silver School of Social Work (Undergraduate)
k) President of the Silver School of Social Work (Graduate)
l) President of the Tandon School of Engineering (Undergraduate)
m) President of the Tandon School of Engineering (Graduate)
n) President of the Gallatin School of Individualized Study (Undergraduate)
o) President of the Gallatin School of Individualized Study (Graduate)
p) President of the School of Professional Studies (Undergraduate)
q) President of the School of Professional Studies (Graduate)
r) President of Steinhardt (Undergraduate)
s) President of Steinhardt (Graduate)
t) President of the School of Law
u) President of the School of Medicine
v) President of the School of Nursing
w) President of the College of Global Public Health (Undergraduate)
x) President of the College of Global Public Health (Graduate)
y) President of the Wagner Graduate School of Public Service
z) President of the School of Dentistry (DDS)
aa) President of the School of Dentistry (Undergraduate)
bb) President of the Class Activities Board of First Years (Freshmen)
c) President of the Class Activities Board of Second Years (Sophomores)
dd) President of the Class Activities Board of Third Years (Juniors)
ee) President of the Class Activities Board of Fourth Years (Seniors)
ff) President of the Graduate Activities Board
gg) President of the Program Board
hh) President of the Transfer Student Association
ii) President of the Commuter Student Council
jj) President of the Inter-Residence Hall Council
kk) President of the Resident Assistant Council
ll) President of the International Student Council
mm) Director of Advocacy of the Governance Council of Minority & Marginalized Students
nn) President of the Military Alliance
oo) President of the Student Athletics Advisory Council
President of the Inter-Greek Council

2. One vote is granted to each position listed. Should the body in question determine that the one vote will be shared between more than one individual by the Constitution of their body, this must be communicated to the Executive Committee of the Student Government Assembly through the Vice Chair of Presidents Council.

B. Alternate Representatives

1. Alternate Representatives in absence of a President will be chosen in accordance to the Bylaws and Constitution of their respective Council.
2. A Representative attending a PC meeting as an observer may replace their designated President for the balance of the meeting if the latter is obligated to leave.
3. The terms of alternate Representatives shall correspond to those of their designated Presidents. Alternate Representatives shall by virtue of their selection be entitled to formal notices and copies of SGA minutes upon request.
4. No alternate Representative shall substitute for an absent President, other than the President(s) they are specifically designated to substitute for.

IV. DUTIES OF MEMBERS.

A. It is the responsibility of each President to consider carefully and responsibly all matters which may come before the PC, and to act in accordance with these rules, the Bylaws and Charter of NYU, and the Bylaws of the Student Government Assembly.

B. Each President is expected to attend all duly called meetings of the PC and SGA and any SGA, PC, SSC, and University-Wide committee of which that person is a member. Each alternate Representative is expected to attend all duly called meetings of the SGA, PC, and any SGA, PC, SSC, and University-Wide committee at which that person is to substitute for a designated President.

C. Violation of these duties may result in discipline, as determined by the Standards Committee, the highest of which will be censure.

V. MEETINGS OF THE PC.

A. Stated Meetings. The PC shall meet every other week or at least 10 times during the academic year. The first meeting of the academic year shall serve as the annual orientation meeting. The PC may also meet during the summer if a majority of the PC membership for the following academic year can be assembled. The Chairperson shall establish the meeting date and time for summer meetings at least two weeks prior to the actual meeting.
B. **Special Meetings.** The Chairperson or five members of the PC, by a request in writing, may call a special meeting with at least twenty-four hours’ notice. Each member of the PC shall be advised of the purpose of the meeting.

C. **Time of Meetings.** Unless otherwise ordered at a previous meeting, meetings of the PC shall take place on Thursdays from 4:00 PM to 6:00 PM.

D. **Quorum.** A simple majority of the total PC membership shall constitute a quorum.

E. **Voting.** A simple majority of the votes cast at a meeting with quorum shall authorize action, except as otherwise noted in these Rules. The Chairperson may defer action for one meeting when the Chairperson believes deferral it is in the best interest of the students. Such deferral shall not close discussion on the topic at that meeting. All other references to a majority in these Rules indicate a simple majority under Robert's Rules of Order.

F. **Meeting Materials.** The text of all substantive motions and reports to be considered for action at a stated meeting of the PC, and all proposals for topics for the PC agenda, made by either a PC committee or an individual, must be submitted to the Chairperson and Chief of Staff through email by forty-eight (48) hours before the PC meeting. This requirement may be waived at the Chairperson’s discretion.

G. **Order.** The latest edition of Robert’s Rules of Order shall be used to decide all questions of order not covered in these Rules.

H. **Attendance of Observers and Guests.**
   1. Any NYU student can attend PC meetings. In order to do so, they must obtain the permission of the Executive Committee or request an invitation by a President.
   2. Alternate Representatives may attend any meeting in the capacity of a non-voting observer if they are not replacing a President for voting purposes.
   3. Observers and guests, except for Alternate Representatives, may not speak at PC meetings except at the request of the Chairperson or a majority of the quorum present at the meeting. All observers and guests, except those specifically invited to remain, must leave if and when a majority of the quorum present at a meeting so decides.
   4. A copy of the minutes of any stated meeting of the PC shall be made available to any member of the NYU community who requests one.

VI. **EXECUTIVE COMMITTEE.**

A. **Chairperson.** The Chairperson of the SGA shall also be the Chairperson of the SSC, GSC and PC. The Chairperson of the SGA shall:
1. Call and preside over all meetings of the SGA, direct the minutes to be taken, administer all meetings in accordance with these Rules, and serve as the official spokesperson of the SGA;
2. Be responsible for the prompt and orderly execution of all resolutions adopted by the SGA or any of its committees;
3. Set the agenda for all meetings of the SGA, be empowered to refer topics suggested as agenda items to the SGA or the appropriate SGA committees, and refer administrative questions to the appropriate individuals, groups, or offices at the NYU;
4. Make, with the advice and consent of the SGA, all recommendations for student appointments to committees of the Senate;
5. Sit as an ex-officio member of all SGA committees;
6. Break any ties which may occur during votes taken at meetings of the SGA;
7. Delegate duties as necessary; and
8. Perform all other duties as may be specified in these Rules.

B. Student Senators Council Vice Chairperson. The Student Senators Council Vice Chairperson shall:
   1. Call all meetings of the SSC;
   2. Be responsible for bringing resolutions to SSC for discussion;
   3. Set the agenda for all meetings of the SSC;
   4. Sit as an ex-officio member of all SSC committees;
   5. Exercise the duties of the Chairperson with respect to the SGA during the temporary or permanent absence of the Chairperson;
   6. Assist the Chairperson in fulfilling the responsibilities of that office as stated in these Rules; and
   7. Perform all other duties as may be specified in these Rules and the SSC Rules of Procedure.

C. Global Student Council Vice Chairperson. The Global Student Council Vice Chairperson shall:
   1. Call all meetings of the GSC;
   2. Be responsible for bringing resolutions introduced at SGA, SSC, or PC to the GSC for discussion;
   3. Set the agenda for all meetings of the GSC in consultation with its members;
   4. Appoint one of the three campus representatives on the GSC as the designated alternate for the GSCVC at all in-person meetings required for members of the Executive Committee if the GSCVC is based outside of the New York campus;
   5. Be responsible for ensuring that SGA, SSC, PC, and GSC members based away from their campuses can participate in meetings and committee work effectively;
   6. Oversee and sit as a member on the GSC Site Ambassadors Committee, SSC International Student Affairs Committee, and any other committees that the GSC deems relevant;
7. Sit as an ex officio member of GSC committees;
8. Meet and assist with issues raised by the leadership of the International Student Council, and other councils deemed relevant by GSC, on a regular basis;
9. Delegate duties as necessary; and
10. Perform all other duties as may be specified in these Rules.

D. Presidents Council Vice Chairperson. The Presidents Council Vice Chairperson shall:
1. Call all meetings of the PC;
2. Be responsible for bringing resolutions to PC for implementation;
3. Set the agenda for all meetings of the PC;
4. Sit as an ex-officio member of all PC committees;
5. Oversee the Undergraduate and Graduate affairs committees;
6. Assist the Chairperson in the performance of their duties;
7. Assist in coordinating the Presidents Council meetings; and
8. Perform all other duties as may be specified in these Rules.

E. Interim Officers. In the event that the SGA is unable to elect any member of the Executive Committee for the following academic year, or if a vacancy on the Executive Committee shall arise for any reason, the current Chairperson shall appoint, before the end of the current academic year, with the advice and consent of the SGA, an Interim Officer who shall execute the duties and responsibilities of the vacant office they are appointed for until such time that an election of officers can be called. The current Chairperson (or Interim Chairperson, if applicable), shall call an election in accordance with Section VII of these Rules no later than the first week in October of the academic year immediately following the current academic year, or two weeks after the vacancy has arisen, whichever is later. In selecting an Interim Officer, the current Chairperson shall give priority to an individual who will be entering as a member of the SGA the following academic year and has been involved with either the SSC, PC, GSC or SGA during the current year. If the current Chairperson will be returning as a member of the SGA the following academic year, the current Chairperson shall have the option of assuming the position of Interim Chairperson.

F. Chairperson Pro Temp. The Global Student Council Vice Chairperson shall be the Chairperson Pro Temp, and shall exercise the duties of the Chairperson and Vice Chairperson of the SGA if they are both absent. In the event that both are permanently unable to fulfill the duties of their offices, the Chairperson Pro Temp shall call for an election of officers at the next subsequent meeting of the SGA, and such election shall be held in accordance with the relevant portions of Section VII of these Rules.

VII. ELECTION OF OFFICERS.
A. The election of the Chairperson, Vice Chairperson of the SSC, Global Vice Chairperson (New York), and Vice Chairperson of the PC for the following
academic year must be held by the University Commencement of the current academic year at a meeting of the SGA.

B. The outgoing Chairperson shall appoint an Election Director to supervise the administration of the election in accordance with these Rules. The Election Director must be a member of the SGA. An outgoing Chairperson not seeking reelection as an officer shall have the option of assuming the position of Election Director.

C. Before the final meeting of the SGA for the current academic year, the Election Director shall provide an orientation, which shall include a description of the responsibilities and duties of the officers of the SGA. This orientation may be conducted through email. After the orientation, the Members of the PC shall make nominations, not excluding self-nomination, for the office of the Vice Chairperson of the PC. Only current members of the PC and current alternate members who will be returning as members the following academic year shall be eligible candidates for the office of Vice Chairperson for the PC. Alternate members shall be ineligible for candidacy. All current members of the PC and members of the current Executive Committee shall be eligible to vote for officers, except the current Chairperson, who shall vote only as a tiebreaker. After nominations have taken place, each nominee shall have the opportunity to speak on his or her own behalf. An election may be held immediately.

D. If an election is not held immediately after nominations have taken place, it must be held at the final SGA meeting of the current academic year. If for some reason an election cannot be held by the University Commencement, the outgoing Chairperson, or in the Chairperson’s absence the Interim Chairperson, shall call an elections meeting which must be held prior to the next annual meeting of the SGA and in no event later than the first week in October.

E. For the purpose of the election, a voting member may either submit an absentee ballot or send a designated alternate as a substitute. Absentee ballots and notices of substitution must be delivered personally by the Senator or emailed to the Election Director before the election is held.

F. A quorum must be present to hold an election. Absentee ballots and substitutions may be counted in determining quorum.

G. **Vote Tally.**
   1. The nominee receiving a majority of the votes cast shall become the Vice Chairperson of the PC.
   2. If no nominee receives a majority of the votes, another casting of votes shall take place immediately with only the two nominees that initially received the highest number of votes considered eligible for candidacy.
3. If the vote between the two highest vote-getters results in a tie, the current Chairperson shall break the tie.

H. Immediately after the SGA has elected a Chairperson, the SSC has elected a Vice Chairperson of the SSC, and the SSC has elected the Global Vice Chairperson (New York), the PC shall nominate and elect the Vice Chairperson of the PC. The same procedures (including eligibility) used to nominate and elect a Chairperson shall be used to nominate and elect the remaining officers.

I. The terms of office for the Chairperson, Vice Chairperson of SSC, Global Vice Chairperson, and Vice Chairperson of the PC shall begin on the day after Spring Commencement for the current academic year and shall end either on the day of Spring Commencement for the following academic year or on the day the Interim Chairperson is appointed, whichever occurs first. The term of office for the Interim Chairperson shall begin on the day after appointment and shall end on the day the Chairperson is elected.

J. Except for the election results and nominations, none of the election proceedings shall be recorded in the minutes. No observers or guests shall be permitted during the nomination and election proceedings, except when approved by the body.

VIII. SECRETARY.

A. The Secretary need not be a member of the SGA and may be an officer of the SGA. The Secretary shall record the minutes of the SGA, SSC, and PC meetings and will perform other functions as may be assigned to the office by these Rules, by the Chairperson, or by the SGA.

IX. COMMITTEES.

A. Responsibilities of PC Committees.

1. The function of PC committees and subcommittees is to address and investigate matters referred to them by the PC and SGA, in order to help the SGA with its mission of bettering the student experience. The purview of each committee of the PC shall be limited to those functions expressly granted by the PC Rules of Procedure and those functions expressly granted to each committee by the PC or the SGA Executive Committee. In all instances, the SGA Executive Committee, in consultation with the Organization and Governance Committee, shall make the final determination as to the purview of each committee.

2. Persons not members of the PC may be appointed to serve on any committee whose membership is not otherwise restricted. A majority of a committee’s total membership shall constitute a quorum.
3. The chairperson of each committee, or his or her designee, shall take minutes of the committee’s meetings, which shall be distributed to all committee members and the PC Vice Chair. The chairperson of each committee shall present to the Chairperson before June first of each year, a Final Committee Report, outlining the committee’s work during the year and its recommendations for the coming year.

4. When a recommendation of substance is likely to be voted on, the chairperson shall so note in the call to meeting. The PC Vice Chairperson shall call a meeting of any committee which has not met at least four times each semester.

5. Reports of committees requiring PC or SGA action shall be automatically entered upon the PC’s or SGA’s agenda.

6. It is the responsibility of committee members to make every effort to attend each meeting of his or her committee. It is the duty of the committee chairperson to call meetings at such times and places and with sufficient advance notices that committee members will not ordinarily be prevented from attending.

B. Standing Committees.

1. Graduate Affairs Committee
   a) The Graduate Affairs Committee considers all matters relating to the academic and extracurricular life of students enrolled in the graduate and professional schools of the university. The committee also serves as an advocate to Student Government for such students on issues which affect them as a distinct and identifiable entity within the university community, without regard to school affiliation. The committee acts as a liaison among the various graduate and professional school student councils at NYU for the purpose of exchanging and disseminating information on matters of concern to graduate and professional students. After a careful review of matters within its purview, the committee makes recommendations to Student Government concerning policy, services, and short/long-term plans.

2. Undergraduate Affairs Committee
   a) The Undergraduate Affairs Committee considers all matters relating to the academic and extracurricular life of students enrolled in the undergraduate schools of the university. The committee also serves as an advocate to Student Government for such students on issues which affect them as a distinct and identifiable entity within the university community, without regard to school affiliation. The committee acts as a liaison among the various undergraduate student councils at NYU for the purpose of exchanging and disseminating information on matters of concern.
to undergraduate students. After a careful review of matters within its purview, the committee makes recommendations to Student Government concerning policy, services, and short/long-term plans.

X. **CENSURE.**

A. The Censure of PC members or organizations shall follow the censure procedures laid out in the SSC Bylaws.

A. Censure shall result in the permanent loss of membership from any SGA committee of which that person may be a member, permanent loss of any office that the individual may hold, and may include the permanent loss of all other privileges of SGA membership.

B. In recommending to the SGA that an individual be censured, the SGA shall apply any guidelines which may be formulated by the Standards Committee of the SSC.

XI. **AMENDMENTS.**

A. An amendment to these Rules of Procedure must be presented in writing for discussion at a stated meeting of the PC and voted on at a subsequent meeting of the PC during the same academic year. A proposal to amend these Rules, which has been rejected by a vote of the PC, may not be reintroduced during the same academic year.

B. Acceptance of an amendment requires a three-quarters vote of the quorum present at a stated meeting of the PC.

C. These Rules, and the Rules of Procedure or Guidelines of the SGA shall be incorporated into a Student Government Handbook. The Handbook shall serve as the official sources of information concerning student government at the University, and shall be made available to any interested or appropriate individuals, groups, or offices at the University. The Handbook shall be updated on an annual basis.

D. Suspension of a portion of these Rules shall require a two-thirds vote of the quorum present at a stated meeting of the PC. Such suspension shall occur no more than once at any meeting of the PC.

XII. **EFFECT AND INTERPRETATION.**

A. The adoption of the Rules of Procedure herein delineated shall require a two-thirds vote of the total Presidents Council membership.

B. All references to Chairperson in these Rules shall, whenever necessary, apply equally to Interim Chairperson or Chairperson Pro Temp.
C. The delineation in these Rules of certain rights and responsibilities of the Presidents Council shall not be read to exclude other rights and responsibilities not so delineated.