

Bylaws

Student Health Advisory Coalition

Article 1: Steering Committee

Section 1: Membership Constituency

At the start of each academic year, the Student Assembly shall choose a co-chair for the Steering Committee through rank-choice vote; the GPSA will choose a co-chair via nomination. As a whole, the Student Health Advisory Coalition (SHAC) Steering Committee will be staffed by the following individuals: the two co-chairs, the chair(s) of each committee, the SHBAC liaison, the SDS liaison, and individuals from the Cornell Health administration.

Section 2: Meetings

Meetings will be scheduled, at a minimum, monthly. Regular meeting times and places will be publicly announced at least 72 hours prior to the scheduled meeting date. Meeting minutes will be posted by the end of the week on the SHAC website.

Section 3: Meeting Structure

Every committee will submit their meeting materials to one of the co-chairs by Sunday night of the week of the meeting at 8:00pm. Meetings will be split up accordingly to allow for each committee to thoroughly present their materials. If a committee has no meeting materials to provide, they shall share their weekly update.

Section 4: "SHAC" Name Usage

Any time the SHAC acronym is used, the Steering Committee must approve through majority vote. Votes can be obtained in the Steering Committee meeting or through a shared messaging system (i.e. Slack). Any programs that are hosted by a committee of SHAC are required to use the SHAC acronym, SA emblem, and GPSA emblem in their advertising.

Section 5: Bylaw Renewal

The bylaws for the Steering Committee will be reviewed, at a minimum, at the first meeting of each new academic calendar. Changes shall be approved by at least $\frac{2}{3}$ of the members in the committee. Changes can be presented at the beginning of any meeting.

Article 2: Committee Structuring

Section 1: Committee Recognition

The following committees are recognized as being under the committee: Patient Care, Mental Health Standing Committee, Sexual Health and Gender Services, Health and Wellness, and Student Health Benefits. In addition, a Student Disability Services Liaison will be officially recognized by SHAC.

Section 2: Member Constituency

The members of each committee shall be appointed by their prospective committee head. At a minimum, each committee will have a minimum of 5 members. Each member shall apply through the Office of Assemblies website. An exception will be made for graduate student members, who will be able to join committees via direct approval by the committee chair. It is the duty of each committee head to ensure that their committees properly represents the diversity of voices and identities found at Cornell. Failure to do so will be treated on a base-by-base case via the Steering Committee, and it may result in the loss of the committee chair position.

Section 3: Committee Expectations

It is expected that each committee shall abide by the bylaws articulated in the SA/ GPSA bylaws. If they so choose, they can draft up a Standing Rules on which their committee will run on. The Standing Rules can range in depth and material, but an outline on 1) the frequency of meetings and 2) how the meeting will be conducted is the bare minimum. If a set of Standing Rules are created, it is expected that they will be reviewed, at a minimum, during the first meeting of each academic calendar year. Any Standing Rules created by a committee will be published on the SHAC website. In addition, the committee heads of each organization will be submitting a weekly update to be posted on the SHAC website. Updates are to be submitted to either of the co-chairs by Sunday at 8:00pm.

Section 4: Action Plan Sheets

Each committee will draft up an action plan. The action plan will lay out the short term and long-term goals of each subcommittee. Each committee's action plan will be featured on the SHAC website. These goals will be identified as completed when they have been achieved in order to provide an outline of the history of each committee. Action plans must be approved within each committee by at least $\frac{2}{3}$ majority vote. Action plans must be reviewed and updated at the first meeting of every semester.

Section 5: Committee Head Choosing

Committee chairs will be selected internally by each committee. An applicant for the Committee Chair position must have served at least one full semester prior to their application (i.e. Fall semester for Spring nomination). The applicant should solely be judged by the work they have done for their respective committee. The applicant must receive a majority vote within their respective committee. Following internal voting, the committee heads will be presented to the SHAC chair on a roster, wherein they must be approved by the SHAC chair. There will be no Committee Chair staffed for the Student Health Benefits committee.

Article 3: Student Assembly Involvement

Section 1: Student Assembly Representatives

It is the Assembly's duty to ensure that at least three different representatives are serving on three different committees under SHAC. The three representatives must designate their choice

and properly apply to the committee, wherein they must be approved by the Committee Chair. In addition, the three representatives must give monthly oral reports to the Assembly about the progress of their committee. The co-chair of the Steering Committee will share the report on the other committees that do not have a student representative on them.

Section 2: Unfilled Positions

In the case of a committee becomes understaffed (below five members), it is the job of the Committee Chair to promote applications to the respective committee and to identify new members. In the case that a Committee Chair(s) steps down from the role, it is the job of the SA/GPSA to immediately identify a new Committee Chair from the respective committee at the next general body meeting. The new Committee Chair will be chosen via the two co-chairs of the SHAC Steering Committee.