

Student Government Purpose, Duties & Responsibilities

Purpose

The purpose of the Student Government is to represent the interests and concerns of the student body of **The University of New Mexico-Los Alamos**, to seek student input on issues, to act on student issues, to provide recommendations on student issues, and to assume the responsibilities of participatory governance on behalf of students in mutual relationship with the faculty, staff, Administration, and the Advisory Board of **The University of New Mexico-Los Alamos**, by fulfilling its mission to represent the concerns and serve the needs of the student body of **The University of New Mexico-Los Alamos**.

Duties and Responsibilities

- A. Reflect the concerns and interests of **The University of New Mexico-Los Alamos** student body as a group, and act on requests on behalf of the students.
- B. Participate in activities of the Student Government, including meetings, committee hearings, training, research, investigations, planning and development, and general advocacy for students.
- C. Understand the policies and procedures and administrative regulations of the University, and those State and Federal laws which relate to their activities.
- D. Orderly conduct of Student Government business, rotating the duties of facilitation and public recording of meetings among the membership to ensure equal participation and adequate documentation. Members collectively share all executive responsibilities.
- E. Provide documentation of all actions on a regular basis to the Executive Director, the Associate Director, Branch Academic Services and other appropriate participatory governance bodies of **The University of New Mexico-Los Alamos** to maintain communication within the college community. Members will meet regularly with the Student Government Advisor(s).
- F. Responsible for making recommendations to the Administration on proposed capital projects of concern to students.
- G. Prudent decision-making, disbursement, authorization, and financial oversight of Student Government revenues and expenditures, along with approving all financial allocations to **The University of New Mexico-Los Alamos** Student clubs and organizations.

Conflict of Interest

Any Student Government member serving on any **University of New Mexico-Los Alamos** student club or organization, or serving as an employee of **The University of New Mexico-Los Alamos**, must remove his/her self from any administrative or financial decision making in reference to the student club or organization of which they are a member, or to that specific department of **The University of New Mexico-Los Alamos** by which they are employed. Any question of conflict of interest will be decided by consensus of the Student Government. All hiring and bid processes in which the Student Government is involved are subject to state law as well as University policy regarding fair hiring and purchasing.