



BYLAWS

Health Sciences Students Council

Reviewed January 26, 2026

ARTICLE I: The Membership

SECTION 1: UNM HSC programs recognized by the Health Sciences Student Council and comprising the HSSC Membership shall be the following (alphabetically):

- a. Biomedical Sciences Program (more than 100 students) = 2 representatives
- b. BS. Nursing Program (more than 600 students) = 7 representatives
- c. BS. Population Health (less than 100 students) = 1 representative
- d. Dental Hygiene Program (less than 100 students) = 1 representative
- e. Emergency Medical Services (less than than 100 students) = 1 representative
- f. Graduate Nursing (more than 200 students) = 3 representatives
- g. Masters in Public Health (less than 100 students) = 1 representative
- h. MD Program (more than 400 students) = 5 representatives
- i. MD/PhD Program (less than 100 students) = 1 representative
- j. Medical Laboratory Sciences (less than 100 students) = 1 representative
- k. Occupational Therapy Program (less than 100 students) = 1 representative
- l. Pharm.D Program (more than 200 students) = 3 representatives
- m. Physical Therapy Program (less than 100 students) = 1 representative
- n. Physician Assistant (less than 100 students) = 1 representative
- o. Radiological Sciences (less than 100 students) = 1 representative

ARTICLE II: Sessions

SECTION 1: Organization and Frequency

- a. HSSC Sessions shall convene at least once every two (2) months during the Fall and Spring semesters. Frequency of meetings shall be decided upon by the Executive Board at the beginning of their tenure.
- b. The location and time of the regular HSSC Sessions shall be announced and posted to the HSSC website.
- c. The President of the HSSC may call Emergency Sessions, which shall be announced at least forty-eight (48) hours in advance.
- d. In order to conduct all the official business of the HSSC, a quorum shall be present as defined by the HSSC Constitution.
- e. In accordance with the HSSC Constitution, no one person shall represent more than one school or program at any HSSC Session.
- f. Meeting decorum will be conducted as the Executive Board and voting representatives see fit.
 - i. When the Executive Board provides food at HSSC Sessions, they shall ensure inclusive meal options, including vegetarian, meat, and other dietary accommodations, to a reasonable degree.
- g. Any and all students, faculty or staff members of the UNM HSC shall be encouraged and allowed to attend the HSSC Sessions as observers. The Board may allot a specific amount of time for audience participation.

ARTICLE III: Vacancies

SECTION 1: Procedure

- a. Vacancies occurring in the HSSC Membership shall be filled by Representatives elected by the rules defined by the constituency the position represents.
- b. Vacancies occurring in the Executive Board within the last sixty (60) days of the Fiscal Year may be filled by the Presidential appointment and vacancies occurring prior to the last sixty (60) days of the Fiscal Year shall require direct elections.
- c. Upon Executive Board approval, interested parties from the most recent election can be contacted to fill the vacant position and voted on by the Representatives in lieu of direct elections.

ARTICLE IV: Representative Attendance

SECTION 1: Requirements

- a. HSSC Representatives will commit to attending a minimum of ten (10) out of twelve (12) monthly HSSC meetings per year either in person or remotely.
- b. If an HSSC Representative fails to attend more than two (2) meetings within one (1) year of their first meeting as a Representative, their status as a Representative will be reviewed by the HSSC Executive Board. The Representative will be contacted and given seven (7) days to provide written justification for absences.
 - i. Subsequently, the Executive Board will vote on whether to remove the Representative or place them on probation. The Executive Board vote will be determined based on majority with the President being the deciding vote in the event of a tie.
 - ii. All Executive Officers must be present during this vote.
 - iii. Excused absences as defined in the HSSC Constitution will not count towards a Representative's missed meeting total.
- c. The HSSC Secretary shall be charged with tracking Representative absences.

SECTION 2: Probation

- a. Probation will allow Representatives who have missed greater than two (2) meetings to continue acting as a Representative under the condition that they shall be present at all subsequent meetings.

SECTION 3: Removal

- a. Upon an Executive Board vote to remove a Representative, or after violation of a Representative's probation, the Executive Board will provide a notice of removal by email, signed by all Executive Board Officers, to the former Representative.

SECTION 4: Vacancies

- a. Representative vacancies after removal may be filled with candidates who were not elected in the removed Representative's election cohort in the order of next highest

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number of votes. If no additional candidates exist or they do not accept the position, the Representative position may be filled by conducting an election following the guidelines of the constitution and bylaws. The term of these Representatives shall last until the end of the removed Representative's intended term.

- b. The HSSC Secretary shall be charged with tracking Representative absences.

ARTICLE V: Representative Elections

SECTION 1: Procedure

- a. UNM HSC Programs will hold elections for their Representatives within the months of July to September of each year.
- b. Elected Representatives will serve for a term of one (1) year, with the time period starting on the date of the first meeting after they have been officially elected.
- c. In the case of elections for a specific program being in a later month than the previous year, the previous year's Representative shall continue to serve as the Program Representative until the new Representative can be elected, even if this increases the Representative's term beyond one (1) year.
- d. Representatives may come from any year/phase/block of their program as long as they can commit to serving as a Representative for the entirety of one (1) year.
- e. Programs that have pre-existing rules and regulations regarding representative elections may continue conducting their elections in accordance with their respective guidelines.
- f. In the case that a program does not have rules and regulations regarding Representative elections, the Executive Board will be principally charged with facilitating elections. A Representative Election Committee may be established to assist in managing the elections.

Article VI: Graduation Regalia

SECTION 1: Eligibility

- a. Executive Officers who have met all attendance requirements and fulfilled their duties as defined in the HSSC Constitution and Bylaws shall be eligible to receive a ceremonial HSSC stole for graduation.
- b. Representatives who have met all attendance requirements and fulfilled their duties as defined in the HSSC Constitution and Bylaws shall be eligible to receive a ceremonial HSSC cord for graduation.

SECTION 2: Verification

- a. Attendance and duty fulfillment shall be verified by the Secretary in consultation with the Executive Board prior to distribution of stoles or cords
- b. Members who fail to meet attendance, duty requirements, or resign prematurely shall not be eligible to receive regalia.