

SENATE BILL: **S068-121284-020388-082395-022896-100897-091698-03282001-02192003-01212004-05042005**

TITLE: **Position of Director of Public Relations**

BE IT ENACTED by the Senate of the University that the following statute establishes and governs the position of Director of Public Relations of the Association:

Section 1. Procedure for Appointment

- 1.1 The Director of Public Relations of the Association shall be appointed as outlined in Section 1 of Senate Bill S034.
- 1.2 The President of the Association shall have the prerogative to leave this position vacant.
- 1.3 The term of office for the Director of Public Relations of the Association shall be one (1) year.

Section 2. Responsibilities

- 2.1 The Director of Public Relations of the Association shall operate at the highest standard of honesty, integrity, commitment, confidentiality, and general etiquette in all his or her interactions of office.
- 2.2 The Director of Public Relations of the Association shall be responsible for carrying out responsibilities as assigned by the President of the Association and/or Vice President of the Association involving the public relations of the Association. This shall include, but not be limited to, the following:
 - 2.2.1 The Director of Public relations shall be required to work ten (10) hours per week;
 - 2.2.2 The Director of Public Relations of the Association shall be responsible for keeping office hours determined in consultation with the President of the Association and Vice President of the Association;
 - 2.2.3 The Director of Public Relations of the Association shall be responsible for submitting all Association advertisements, press releases, and committee position openings to the appropriate media;
 - 2.2.4 The Director of Public Relations of the Association shall be responsible for the publication of brochures informing students about the services and programs that are sponsored by the Association;
 - 2.2.5 The Director of Public Relations of the Association shall be responsible for recruitment of qualified students to fill vacant University Committee positions;
 - 2.2.6 The Director of Public Relations of the Association, with the consent of the President of the Association, shall be responsible for interviewing and submitting nominations for prospective committee members;
 - 2.2.7 The Director of Public Relations of the Association shall be responsible for informing chairpersons of committees of the student member(s) who has been appointed to each committee, and for maintaining a current list of names,

addresses, and phone numbers of student committee members;

- 2.2.8 The Director of Public Relations of the Association shall be responsible for maintaining an updated description of the charge of each committee;
- 2.2.9 The Director of Public Relations of the Association shall be responsible for reporting to the Senate, at least once during each of the Fall and Spring semesters, and will focus on the public relations efforts of the Director and an update on the activities of the committees;
- 2.2.10 The Director of Public Relations of the Association shall be responsible for completing other assignments, within the realm of his or her position, as assigned by the President of the Association.
- 2.2.11 The Director of Public Relations of the Association shall be in charge of planning the annual Association banquet during the Spring semester with the help of the Treasurer of the Association and a committee selected by the President of the Association.
- 2.2.12 The Director of Public Relations of the Association shall be responsible for awarding the Rhatigan Leadership Scholarship as is outlined in Senate Bill S088.
- 2.2.13 The Director of Public Relations of the Association shall be responsible for submitting to the Sunflower at least one (1) week prior to the appointment of a position, and announcement of the vacated position; with the exception of any and all positions that may only be filled by current student senators.

- 2.3 The Director of Public Relations of the Association shall be responsible for upholding and complying with the Constitution, Bylaws, Statutes, and Resolutions of the Association.

Section 3. Grounds for Removal

- 3.1 The Director of Public Relations of the Association may be removed by the President of the Association for not fulfilling the above stated responsibilities to the satisfaction of the President of the Association. The Senate may remove the Director for the grounds outlined in Senate Bill S034.

Section 4. Removal Procedure

- 4.1 The President of the Association shall have the authority to remove the Director of Public Relations of the Association. Such removal shall occur only after the presentation of two weeks written prior notice to the Director of Public Relations of the Association. The Senate may remove the Director by the procedure outlined in Section 5 of Senate Bill S034.

Section 5. Annual Appointment Option

- 5.1 Following the annual Association elections, the newly elected President of the Association may declare that the Director of Public Relations of the Association position be opened for application and appointment of the position, consistent with the procedure for appointment as specified in this statute.