



## Administrative Regulation 4:8

Responsible Offices: Executive Vice President for Health Affairs, University Health Service

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## Student Health Advisory Council

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## I. Introduction

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This *Administrative Regulation* establishes the Student Health Advisory Council (SHAC), which serves as an advocate for students, working to improve and promote the quality and delivery of health care for all University students. This regulation establishes the responsibilities, membership, appointment procedures, and reporting requirements of SHAC.

## II. Entities Affected

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This regulation applies to all students of the University, the University Health Service (UHS), and the University administration.

## III. Membership

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### A. Composition

1. SHAC is composed of voting student members and ex officio members. The student membership is limited to a maximum of thirty (30). Any University student is eligible for membership, subject to any additional criteria established by the SHAC constitution.

2. Interested students may self nominate to the committee by application. The applications and additional requirements for membership are available at the SHAC website, <https://ukhealthcare.uky.edu/university-health-service/health-education/shac>.
3. The UHS Clinical Administrator, SHAC advisor, and SHAC officers serve as the membership selection committee.
4. Membership terms are for one academic year (August to May), and a student may be reappointed for consecutive terms. A student who is approved for membership is expected to serve as an active member and maintain membership criteria as set forth in the SHAC constitution. The SHAC officers and SHAC advisor may recommend removal of a member who does not sustain the expectations of membership.
5. Ex-officio members of SHAC include a representative of the UHS administration, the Executive Vice President for Health Affairs or designee, and the Associate Provost for Student and Academic Life or designee.

#### B. Officers

1. The SHAC officers consist of a chair and a vice chair, selected annually by the membership selection committee based on merit and candidate interviews. The term of office for the chair and vice chair is one academic year (August to May). The chair and vice-chair are required to hold office hours. Additional criteria for these positions is documented in the SHAC constitution.
2. The SHAC advisor will assist the chair and vice chair in planning events and membership recruitment. The SHAC advisor is responsible for monitoring the SHAC budget and expenditures.

## IV. Responsibilities

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The Student Health Advisory Committee responsibilities include:

- A. Acting as a liaison between students and the University in matters concerning student health;
- B. Voicing student opinions on health needs, health services/fees, insurance, and policies and procedures affecting student health;
- C. Assisting UHS in informing students about health services and programs available to them, both on and off campus;
- D. Obtaining student opinion concerning health needs, health care, and health care financing;
- E. Forwarding student suggestions and problems to the appropriate UHS employees and working with them toward satisfactory solutions;
- F. Assisting in the development of new student health programs;
- G. Monitoring the health fee structure and the student group insurance plan and making recommendations for changes in either program of the Human Resources Benefits office; and
- H. Providing performance feedback for the SHAC advisor and other UHS employees as appropriate and as requested by the UHS administration.

## V. Meetings

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The student members of the Council will meet regularly during the academic year. Meeting information must be publicized on campus to encourage students to attend meetings, present suggestions or complaints, and apply for membership in the SHAC. Meeting space will be provided by UHS. Any interested person in the University community may attend regularly scheduled SHAC meetings, but only student members may vote.

## VI. Reports

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SHAC must report regularly to the UHS administration and the UHS Advisory Committee concerning its activities. Copies of such reports, as well as copies of the minutes, must be submitted to all members of SHAC.

### Revision History

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7/1/1983, 8/16/1976, 10/6/2011

For questions, contact: [Office of Legal Counsel](#)