

# **Utah Attorney General's Student Advisory Council - Charter, Rules, and Governance**

Revised August 2026



## **About the Committee**

The Utah Attorney General's Student Advisory Council gives an opportunity to students to make the State of Utah a better place by providing advice to the Office of the Utah Attorney General on events, programs, and policies that affect teens.

The Council meets once a month on Wednesdays at 4:30pm at the Utah State Capitol. Students located outside the Salt Lake City area can dial in via video conference for these meetings.

## **Eligibility**

Applicants must:

- Be a high school junior or senior, whether public, private, charter, or home school.
- Be residents of Utah.
- Have an interest in making the State of Utah a better place by providing advice to the Office of the Utah Attorney General on events, programs, and policies that affect teens.

## **Application Process**

Applicants must complete the application form and submit it to the contact information on application form.

Applicants will interview with the Adult Advisor and one other member of the Office of the Utah Attorney General.

Those who are already members of the Council can submit a notice via email that they wish to continue on the Student Advisory Council for the following school year. Emails should be submitted by August.

The Student Advisory Council year is considered to be from September through May.

## **Permission**

All members must turn in their signed permission slips before being able to participate in the group. All members must have permission from a parent/legal guardian to participate in any off-campus operations or meetings outside of the regular discussions and activities.

### **Photo Release**

By participating in Council, attendees acknowledge that photographs, videos, or other recordings may be taken during the session. A Photo Release Form will be provided for a parent or legal guardian to review and sign prior to the Council convening. This form grants permission for captured images or footage to be used for promotional, educational, or organizational purposes, including but not limited to websites, social media, printed materials, and publications. Participants who do not wish to be photographed or recorded are encouraged to indicate their preference on the form, and their wishes will be respected.

### **Attendance**

All members must attend 60% of meetings during the school year. (This does not include voluntary activities.) If members are unable to attend a meeting, they should let the Adult Advisor know in advance. If members attend less than 60% of meetings, they may meet with the Adult Advisor to discuss their roles, and may not be eligible to participate in subsequent years.

### **Confidentiality**

While you are welcome (and encouraged) to discuss the Student Advisory Council and its activities with outside parties, there may be times when members are exposed to confidential office matters. These matters are not to be discussed with anyone outside of the office. Please exercise your judgment. If confidentiality is violated, the offending member will meet with the Adult Advisor and may be excused permanently from the Council.

### **Conduct**

Show respect to all in language, conversation, and action both within and without the Council. This code of conduct applies to members' conduct on social media as well. Members of the Council may not partake of drugs, alcohol, or tobacco. If conduct is not within these guidelines, the offending member will meet with the Adult Advisor and may be excused permanently from the Council.

### **Voluntary Activities**

There may be opportunities for social events and other activities, such as movies, parties, etc. These activities do not count towards attendance. Regular meetings are NOT considered voluntary. The Adult Advisor will make it clear if an activity is voluntary. Meetings that involve half or more of all Student Advisory Council Members constitutes a quorum. A quorum of members must be present in order for the Council to conduct business. If there are any items of business that require voting, the item must have a majority vote of a quorum in order to pass.

### **Leadership**

There shall be a Chair and Vice-Chair of the group elected from the members that will be supported by program members and shall be responsible for conducting meetings. Leadership

may have additional meetings to discuss member applications, topics for discussion, activities, special projects, etc. Those wishing to serve as Chair or Vice-Chair must apply and interview with the Adult Advisor.

### **Adult Advisor**

The Adult Advisor will be a member of the Office of the Utah Attorney and should be present at each meeting to facilitate. If the Adult Advisor is not able to make a meeting, they may ask a different member of the Office of the Utah Attorney General to substitute for them. If a member of the Council has an issue with the Adult Advisor, they may at any time speak with the Chief Deputy of the Office of the Utah Attorney General regarding their concerns.