



**ASSOCIATED STUDENTS
OF SIERRA COLLEGE**

Constitution

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Article I: Preamble

Section 1: Establishment

We, the students of Sierra College, do hereby establish the Associated Students of Sierra College (ASSC), which includes the Sierra College Student Senate and the Associated Students' Inter Club Council (ICC) as a means to represent all of the students at Sierra College. Further, recognizing the need for self-governance and student representation, the students of Sierra College do hereby establish this constitution and assume the powers and responsibilities of self-government as authorized by the Sierra Joint Community College District Board of Trustees in BP 5400 and California Education Code Section 76060.

Section 2: Mission

It is the mission of the Associated Students of Sierra College to:

- A. Strive to be a unified voice for a diverse student body, while taking into consideration the unique needs of individual students.
- B. Promote student rights and provide an unbiased forum for voicing student concerns.
- C. Participate in decisions that affect students through the shared governance process.
- D. Responsibly manage the ASSC resources, while at the same time striving to provide students with optimum benefits.
- E. Organize, promote, and sponsor student activities and clubs.
- F. Promote understanding and cooperation between students, faculty, staff, and administration at Sierra College in order to help students achieve their educational goals.

The following is the official mission statement of the ASSC:

The Associated Students of Sierra College is a team of student leaders dedicated to representing the interests and protecting the future of a diverse student body.

Article II: Identification

Section 1: Name

The name of the associated student organization (ASO) at Sierra College, established by this constitution, shall be the Associated Students of Sierra College (ASSC).

Section 2: Mascot

The official mascot of the ASSC shall be the Wolverine.

Section 3: Colors

The official colors of the ASSC shall be red, black, and white.

Article III: Membership and Branches

Section 1: Membership of the Associated Students of Sierra College

The membership of the Associated Students of Sierra College shall be as follows:

- A. Upon enrolling at Sierra College, all students shall automatically become members of the Associated Students of Sierra College.
 - i. All members of the ASSC shall receive equal and unbiased representation by the Student Senate on all matters affecting them.

Section 2: Branches of the Associated Students of Sierra College

The branches of the Associated Students of Sierra College shall be as follows:

- A. The Sierra College Student Senate
- B. The Associated Students' Inter Club Council

Article IV: Purpose

Section 1: General Purpose

The purpose of the ASSC is to provide the students of Sierra College with a representative entity that participates in the shared governance of the district and to promote the campus life of students at Sierra College through authorized clubs and college activities. The ASSC further provides a conduit of information for communicating with, securing input, representing views, and reporting back to the students.

Section 2: Participatory Governance and Representation

Through the Student Senate, the ASSC participates in Sierra College's participatory governance process to formulate policy and procedures that have or may have a significant effect on students. Through the California Education Code the students have the right to participate in any decision making process that covers our areas of purview, otherwise known as "9+1". The Student Senate also serves as a means through which students may be appointed to participate on College Committees, Academic Senate Committees, Task Forces, or other governance entities. The Student Senate is the only entity empowered to take positions on legislative issues, within its purview, under Sierra Community College District Policies and Regulations.

Section 3: Activities

Through the Student Senate and Inter Club Council, the ASSC promotes the campus life of students at Sierra College through authorized club activities and college-wide events. In order to promote this goal, the ASSC will help develop and coordinate college-wide events.

Section 4: Communication

The Associated Students of Sierra College through the Student Senate will further provide a conduit of information for communicating with, for securing the input and views of, and for representing all views of the student constituency. The members of the Student Senate have a responsibility to report back to their constituents.

Section 5: Funding

The Associated Students of Sierra College receive an annual budget from the previous senate. The Student Senate is responsible to allocate funding. Funding for the ASSC is provided through college support, the sale of Activity Stickers, etc. The total budget for the ASSC is broken down into different categories to help achieve the mission. Some of the categories include but are not limited to: club support, college programs, the ASSC sponsored programs, and more.

Article V: Recognition of Authority

Section 1: Authority

The Associated Students of Sierra College exists solely by virtue of the authorization of the Sierra Joint Community College District Board of Trustees, BP 5400 and California Education Code, Section 76060. The Associated Students of Sierra College recognizes by virtue of possessing the power to create the ASSC, the Board of Trustees also retains the power of oversight over the ASSC, the power to revoke this authority, and to dissolve the Associated Students of Sierra College.

Article VI: The Sierra College Student Senate

Section 1: Membership

The Student Senate shall consist of an executive board and 12 (twelve) Student Senators. The executive board and Senators shall be elected to serve the students, by the students of the college pursuant to the election procedures established by The Sierra Joint Community College District, Administrative Procedure 5410, California Education Code, Section 76061 and the Student Senate Bylaws.

- A. The Executive Board shall consist of the ASO President/Student Trustee, Executive Vice President, Director of Finance, Director of Communications, Director of Programs, Director of Campus Affairs, and Director of Public Relations.
- B. All executive board members and each Student Senator shall have one vote in any matter decided by the student senate, with the exception of the President who may vote only in the case of a tie.

Section 2: Eligibility

In order to be eligible to apply and hold office for the Student Senate, the following criteria must be met:

- A. Student Senate members must have a minimum of a 2.0 cumulative GPA in order to be elected or appointed to an office.
- B. Every Student Senate members shall be currently enrolled at Sierra College and shall have completed and/or have in progress at least 5 (five) units during each semester of their tenure in office.
- C. Student Senate members shall not concurrently hold more than one Student Senate position.
- D. Student Senate members must have completed PD 52 or PD 94 by their second semester in office.
- E. Office hours are to be completed weekly by members of the student senate. Executive Officers are required to complete a minimum of 2 (two) office hours and Student Senators are required to complete 1 (one) office hour a week. Failure to complete these requirements will result in reduction of stipends and are grounds for removal from the Student Senate.
- F. Executive Officers are required to sit on at least one shared governance entity as the official ASSC representative. Student Senators are not required to partake in shared governance but are highly encouraged.
- G. Specific duties and responsibilities are outlined in the Student Senate Bylaws.

Section 3: Term

The term of office for a member of the Student Senate is for one year commencing on June 1st and ending on May 31st of the following year. The election for the following term shall be held in April prior to the commencement of the term. Any person elected or appointed to a vacant position shall serve the remainder of the term.

- A. The following term limits shall be observed:
 - 1. The President and Executive Vice President shall be limited to two semesters each.
 - 2. All other Executive positions will be limited to four semesters each.
 - 3. A student shall not serve more than six semesters as a member of the Student Senate.

Section 4: Voting

All members of the Student Senate shall have one vote on any matter decided by the Senate, except for the President who may only vote in the case of a tie. Proxy votes are not permitted.

Section 5: Powers and Duties

A. Powers of the Student Senate

The Student Senate shall have the following enumerated powers:

1. The power to appoint students to College Committees, Academic Senate Committees, Task Forces, or other governance entities.
2. The power to pass resolutions on shared governance and legislative matters within the purview as stated in District Policy.
3. The power to coordinate with the Associated Students' Inter Club Council to conduct college-wide activities.
4. The power to recommend the expenditure of its budgeted funds.
5. The power to engage in fundraising activities to pursue activities and matters within its purview as stated in District Policy.
6. The power to enact resolutions concerning matters that have a significant effect on student, 9+1 areas,
 - a. grading policies;
 - b. codes of student conduct;
 - c. academic disciplinary policies;
 - d. curriculum of development;
 - e. initiation or discontinuation of courses or programs of study;
 - f. institutional planning and budget development;
 - g. standards and policies regarding student preparation and success;
 - h. student services planning and development;
 - i. any student fees within the authority of the District to adopt and
 - j. any other District policy, procedure, or related matter that the Board of Trustees determines will have a significant effect on students.

B. Duties of the Student Senate

The student senate, in accordance with district policies and procedures and state laws, shall have the following duties:

1. To communicate the existence and resolution of issues of importance within its purview to the participatory governance entities of the college and to the ASSC.
2. Act in the best interest of the ASSC.
3. Participate in college governance by appointing members and students who will serve on those participatory governance entities.

4. Ensure that the importance of diversity is taken into account in appointments to participatory governance entities so that the student members of those entities reflect the diverse nature of students who attend Sierra College.
5. Provide for the collection of broad student opinion and establish a systematic way of soliciting the diverse perspectives of their constituency.
6. Abide by and maintain the Associated Students of Sierra College Constitution and the Student Senate Bylaws.
7. Communicate to the Board of Trustee through the elected Student Trustee.
8. Provide orientation and training of all new members of the Student Senate. This training must include, but is not limited to, the purposes and mechanics of the college governance process, methods of securing constituency input, Parliamentary Procedure, proper usage of the Brown Act, the responsibilities and duties of the individual offices as outlined in the bylaws, and other information needed to explain the various processes the Student Senate uses.
9. Follow the Brown Act, as applicable.

Section 6: Meetings

The Student Senate meetings will be held weekly during the regular academic school year. Meetings shall also follow the Brown Act in terms of posting agendas, minutes, other documents, and any other way applicable. Meetings are not to be scheduled during the last week of the semester due to finals. Issues pertaining to the outcomes of motions will not be formally heard by the Student Senate until the next recognized meeting. All business shall be conducted according to Parliamentary Procedure as outlined in *Robert's Rules of Order* and according to the procedures established by this constitution and Student Senate Bylaws.

Section 7: Committees

The Student Senate shall have the following standing committees: Governing Documents Committee, Finance Committee, Programs Committee, Campus Outreach Committee, Public Relations Committee, and the Campus Life Committee. The specifics of each committee are outlined in the Student Senate Bylaws. The Student Senate may also create ad-hoc or standing committees to assist with the proper functioning of the organization. Membership of all committees may consist of both Student Senate members and constituents. There is no limit to how many student-at-large members a committee can have.

Section 8: Satellite Campuses

Each satellite campus shall be governed by a site council and will be led by a Vice President. The site council shall work with the ASSC President. Each site council shall be composed of 5 members, including the Vice President.

Article VII: The Associated Students Inter Club Council

Section 1: Purpose

The purpose of the Associated Students' Inter Club Council (ICC) is to serve as a means to represent and promote collaboration amongst campus clubs as well as report to the Student Senate on any matter or concern that a club raises.

Section 2: Membership

The Associated Students Inter Club Council will be chaired by the Programs Director and vice-chaired by the Campus Liaison of the Student Senate. Each chartered and recognized campus club shall appoint 1 (one) Associated Students Inter Club Council Representative who will represent their club at the Associated Students Inter Club Council meetings.

Article VIII: Campus Clubs

Section 1: Recognition of Clubs

All campus clubs must be officially recognized and chartered by the Student Senate. Charters will be granted to campus clubs who file a Club Constitution and Club Information Forms with the Campus Life Office. Campus Clubs are considered active each semester that they have turned in the completed club information forms and have attended the minimum required ICC meetings.

Section 2: Deactivation of Clubs

Campus Clubs who are inactive for two consecutive semesters will be closed. All campus clubs that have been closed will have their funds transferred to the Student Senate General Fund. All clubs are subject to suspension if they are not in compliance with; California Education Code, District Policies and Procedures, the ASSC Constitution and the Student Senate Bylaws.

Article IX: Resignations and Vacancies

Section 1: Resignation of the ASSC President/Student Trustee

In the case of the resignation of the ASSC President, a special election shall be held within 30 (thirty) days after notice of the vacancy comes to the attention of the Campus Life Advisor.

Section 2: Resignation of Student Senate Members

If a resignation beyond the ASSC President occurs, the student senate by a majority vote may fill the vacancy with a member of the student senate or a student from the student body. The individuals must submit a Student Senate application and must meet other eligibility requirements as outlined in the Student Senate Bylaws. Upon resignation, the individual may not reapply to the Student Senate until one full semester has passed.

Section 3: Vacating Offices

If a member Student Senate resigns, they have 5 (five) business days to empty out their office and return their keys, parking pass, and any other college materials to the Campus Life Advisor. Failure to comply with the timeline will result in a hold being placed on the student's account.

Section 4: Vacancies

Any office within the ASSC is deemed vacant upon the occurrences of any of the following:

1. No individual was elected to the position.
 2. The individual in office resigns.
 3. The individual in office is recalled.
 4. The individual is impeached.
 5. The individual in office is promoted to another position.
- A. Once the position becomes vacant anyone who meets the requirements as listed in the Student Senate Bylaws may apply for the position.
- B. A vacancy may be filled by a majority vote of the Student Senate.

Article X: Removal from Office

Section 1: Recall

Any member of the Student Senate is subject to recall by the ASSC. A petition to recall any member of the Student Senate must be signed by 5 (five) percent of the associated students. All names listed on petition will be verified by college officials. Only members of the Associated Students of Sierra College who sign the petition will count towards the total number. A mandatory special election shall be called within 30 (thirty) school days after presentation of petition. During the special election, a majority of the votes cast must be in favor of the petition.

- A. At satellite campuses, each petition for recall shall be signed by 5 (five) percent of students who are enrolled in classes at satellite campus.

Section 2: Impeachment

Any member of the Student Senate is subject to impeachment procedures. Any member may be tried if an individual from the associated students submits a written grievance describing the dereliction of duty, breach of bylaws or constitution, and/or college policies/procedures that the accused member has broken. The accused member may be removed by a 2/3 vote of the Student Senate.

Article XI: Constitutional Amendments

Section 1: Enabling

Before the constitution can be ratified by the associated students, constitutional changes shall be adopted by a 2/3 vote of the Student Senate. To ratify constitutional changes, a favorable majority vote of the associated students voting in the election is required. If changes are approved, the date of ratification shall be added to the constitution and the approved changes are effective immediately.

Section 2: Superseded Constitutions

Upon ratification of this Constitution, all prior constitutions of the Associated Students of Sierra College are null and void and of no force or effect.

Article XII: Student Senate Bylaws Amendments

Section 1: Enacting Student Senate Bylaws

Proposed amendments to the Student Senate Bylaws must be approved by a 2/3 vote of the Student Senate. Once ratified by the Student Senate, the updated bylaws are effective immediately.

Section 2: Superseded Student Senate Bylaws

Upon ratification of the bylaws, all prior bylaws are null and void and of no force or effect.

Article XIII: Limitations of Powers

Section 1: Advisors, Educators, and Resources

The Associated Students of Sierra College and its components shall have a faculty advisor who is also the Campus Life Coordinator. All acts and omissions by ASSC shall be subject to the review and approval by the Dean of Student Services, Vice President of Student Services, and President of the college.

Section 2: Supremacy Clause

The Associated Students of Sierra College are bound by the Policies and Procedures of the Sierra Joint Community College District, and all applicable state, and federal laws and regulations.

Section 3: Reservation of Powers

All powers not explicitly granted to the Associated Students of Sierra College remain with the Sierra Joint Community College District Board of Trustees.

Created September 23 , 2013

Revised: February 10, 2014

Revised: February 22, 2014

Revised: March 3, 2014

Adopted: March 13, 2014

Ratified: May 1 , 2014