

# **ASLCC Constitution**

## **Article I - Name**

### **1.1 - Name**

The name of this organization shall be the Associated Students of Lane Community College (ASLCC).

## **Article II - Purpose**

### **2.1 - Purpose**

The purpose of ASLCC shall be to provide for the social, cultural, educational and physical development of its members. To establish and foster the recognition of the rights and responsibilities of students to fellow students, to the college, the community, this country, and humanity. To insure that the student body is officially represented in all college related activities and organizations.

## **Article III - Memberships**

### **3.1 - Memberships**

The Associated Students of Lane Community College shall consist of all credit students on the main campus currently enrolled at Lane Community College who have paid the mandatory student fee. Payment of summer term mandatory fee or enrollment during summer term is not necessary for a student to maintain membership status.

### **3.2 - Memberships**

No committee, agency, or program of the ASLCC shall make any rule or take any action abridging the privileges and immunities of any person or

program under the Constitution and the laws of the United States or the State of Oregon, or the rules of Lane Community College or the ASLCC.

### **3.3 - Memberships**

The ASLCC shall not discriminate against any persons on the basis of race, sexual orientation, marital status, disability, gender or gender identity, religion, age, political view, or national origin. The ASLCC shall also not deny access to any activities financed in whole or part through mandatory student fees for any reasons as set forth above.

### **3.4 - Memberships**

The ASLCC shall continue to be affiliated and support the Oregon Community College Student Association (OCCSA) so long as this organization continues to advocate for students.

### **3.5 - Memberships**

The ASLCC shall continue to be affiliated and support the Oregon Student Association (OSA) so long as this organization advocates for the students of Lane Community College.

## **Article IV - Organization**

### **4.1 - Organization**

The elected executive officer of this Association shall be the ASLCC President (hereinafter "President"). There shall also be an elected ASLCC Vice President, Treasurer, and Multicultural Program Coordinator (hereafter MPC).

### **4.2 - Organization**

There shall be an ASLCC Student Senate (hereinafter "Senate") composed only of: Ten (10) Senators, elected by the Student Body, and the Vice President, Treasurer and **MPC**. The ASLCC Vice President shall be the presiding officer, and vote only in

case of a tie. The President shall be an ex-officio member of the Senate and shall deliver an executive report to all regular Senate meetings.

#### **4.3 - Organization**

The ASLCC President shall appoint a Communications Director, State Affairs Director, and a Campus Events Director.

### **Article V - Qualifications for Office**

#### **5.1 - Qualifications for Office**

All members of this Association shall be eligible to hold elective or appointive office under this constitution. All students elected or appointed serving in ASLCC governance or committees, shall be required to enroll in and complete each term at least six (6) credit hours and maintain a 2.0 term GPA

#### **5.2 - Qualifications for Office**

No member of this Association shall simultaneously hold more than one (1) office under this Constitution.

### **Article VI - Duties of the Officers**

#### **6.1 - Duties of the Officers**

The President shall be the chief executive officer of ASLCC, is responsible for the administration of all ASLCC programs, and shall act as the official spokesperson for students as a whole, within and without the college.

#### **6.2 - Duties of the Officers**

The President appoints people for ad-hoc and standing non-elected ASLCC staff positions. The President may appoint an interim staff to such positions. If the appointment is made during summer term, the position must be filled according to the Hiring Policy within thirty (30) calendar days of the start of

the fall term; otherwise, the position must be filled according to the Hiring Policy within thirty (30) calendar days of the appointment.

### **6.3 - Duties of the Officers**

The President and Vice President shall run as a ticket for ASLCC Executive Office.

### **6.4 - Duties of the Officers**

The **MPC** is responsible for the execution of the ASLCC Multicultural Program and shall also chair the **Council of Clubs**, with membership consisting of one delegate from each Senate-ratified student club or organization that received or intends to receive ASLCC funds.

### **6.5 - Duties of the Officers**

The President appoints persons to vacant positions of the Senate. The President shall advertise for the position, form a hiring committee and interview all eligible candidates. Appointments shall be made within a period of thirty (30) calendar days of the vacancy and shall be subject to confirmation by a 2/3 vote of the Senate within ten (10) calendar days of the appointment.

### **6.6 - Duties of the Officers**

The Treasurer shall submit an accounting of expenditures from the previous fiscal year by November 15.

### **6.7 - Duties of the Officers**

The President and Treasurer shall submit a recommendation of the overall ASLCC budget (for the following fiscal year) to the Senate for consideration and action by April 1.

### **6.8 - Duties of the Officers**

The President may make such rules as are necessary to insure the fair and efficient operation of ASLCC programs, and to insure compliance with such

budget notes and resolutions as maybe approved by the Student Senate. Any such rule, once established shall continue indefinitely, until repealed or superseded by subsequent action of the President or Senate. The President must provide reasonable notice and an opportunity for comment prior to adoption of any rule to all programs.

#### **6.9 - Duties of the Officers**

The President shall publish an annual compilation of the By-laws, rules, resolutions, and other policies established by the Executive Office, and the Student Senate, including all agencies which issue rules, resolutions and policies affecting the student body and its programs, by May 1. This publication shall be provided to all funded programs, and to members of governance bodies and all appropriate college official, and shall be made available upon request to any member of the college community.

#### **6.10 - Duties of the Officers**

The President shall establish a written agreement for each salaried, appointive position in the ASLCC Executive Cabinet prior to hiring for the position, setting forth responsibilities and duties.

#### **6.11 - Duties of the Officers**

The President and Vice President shall serve a term in office of one year commencing on June 1 and ending on May 31 of the following year.

#### **6.12 - Duties of the Officers**

The Vice President shall assume all duties pertaining to the office of the President in the President's absence and all other duties as delegated by the President.

#### **6.13 - Duties of the Officers**

The President shall appoint the positions listed in \*4.4 subject to confirmation by a 2/3 vote of the Senate.

#### **6.14- Duties of the Officers**

The President and Vice President shall establish post and publish his or her own criteria for fulfillment of his or her duties within one month of taking office. The President shall also perform all duties as required by this Constitution and Senate By-laws.

#### **6.15 - Duties of the Officers**

Articles of impeachment may be brought against the President, Vice President. Treasurer or **MPC** by a 2/3 vote of the filled seats of the Senate. Senate shall clearly set forth the grounds for removal from office.

### **Article VII - ASLCC Senate**

#### **7.1 - ASLCC Senate**

The Senate shall be comprised as stated in \*4.2, and chaired by the Vice President.

#### **7.2 - ASLCC Senate**

The Senate shall elect, from the Senate, a President Pro-tempore of the Senate who will serve as Chair in the absence of the Vice President. As established President Pro-tempore of the Senate may be removed upon 2/3 vote of the filled seats of the Senate.

#### **7.3 - ASLCC Senate**

The Senate shall act on matters relating to the allocation and appropriation of student fees, and shall represent the collective and constituent interest of the students of Lane Community College. The Senate shall be responsible for approving and establishing policies of the ASLCC, monitor ASLCC programs, and address any other issues of concern to ASLCC members.

#### **7.4 - ASLCC Senate**

The President has full veto power over any action of the Senate. The Senate may override with a subsequent 2/3 majority vote of those present.

#### **7.5 - ASLCC Senate**

A quorum shall be required to conduct ASLCC Senate meetings. A quorum shall consist of fifty (50) percent plus one of the filled seats of the Senate membership, pursuant to \*7.1.

#### **7.6 - ASLCC Senate**

The President shall deliver a report of Executive operations to all regular Senate meetings.

#### **7.7 - ASLCC Senate**

The Senate shall conduct regular meetings, except during Finals week and anytime which the college is not in session.

#### **7.8 - ASLCC Senate**

The Chair of the Senate must, during debate, recognize all members of the Senate listed in \*4.2 who wish to speak to the issue at hand.

#### **7.9 - ASLCC Senate**

The Senate shall vote to approve the ASLCC Budget for the following fiscal year by April 15. This budget may be modified by the next ASLCC Student Government at any time by a majority vote.

#### **7.10 - ASLCC Senate**

The Chair of the Senate shall only vote when that vote will make or break a tie.

#### **7.11 - ASLCC Senate**

All meetings of the Senate shall be in accordance with the Oregon Public Meetings Law. Times and places of such meetings shall be submitted to the TORCH, and/or announced at least 24 hours in advance of the meeting.

### **7.12 - ASLCC Senate**

All proposals for: funding requests exceeding \$250, By-law or policy changes, ratifications of student clubs and organizations, referendums, and resolutions introduced into the Senate must be in written form, and co-sponsored by a member of the Senate who is not the author of the proposal.

### **7.13 - ASLCC Senate**

The Summer Senate shall not authorize total budget expenditures in excess of \$6000.00 from hold for allocation, the first \$4000 by majority vote of the Senate, the last \$2000 only by 2/3 vote of the Senate. Payroll is excluded from these figures and funds are authorized to be released from hold for the budgeted and due payroll amounts.

### **7.14 - ASLCC Senate**

The Senate shall establish the following policies: A Hiring Policy, a Fiscal Policy, a Club Policy and a Multicultural Program Policy.

### **7.15 - ASLCC Senate**

The terms of all Senators elected during the normal election shall begin June 1 and end on May 31. The terms of all Senators elected during a special election, or appointed according to \*10.1, shall begin immediately upon certification of the election results or ratification of the appointment, and end on May 31

### **7.16 - ASLCC Senate**

The ASLCC President shall submit appointments requiring Senate confirmation to members of the Senate two (2) working days in advance of the confirmation vote. the Senate shall confirm or deny appointment within no more than 10 school days of receipt of the applications from the ASLCC President.



## **7.17 - ASLCC Senate**

The Senate shall establish and publish its own rules of procedure, and criteria for fulfillment of duties by November 1<sup>st</sup>.

## **Article VIII - Elections**

### **8.1 - Elections**

The ASLCC Elections shall be conducted in a manner consistent with the best interests of the student body. The elections shall be conducted in a fair, orderly and impartial manner. The educational atmosphere of the College shall not be compromised by any member of the ASLCC involved in the electoral process.

### **8.2 - Elections**

In the event that less than 50% plus one (10 of the Senators-at large) seats are filled on the Monday of the 3<sup>rd</sup> week of Fall term, a special election shall be held no earlier than October 15 and no later than November 15 that year, for the primary purpose of filling the open Senator-at-large seats. During this election, no filled seats may be placed on the ballot. The polling time should last no more than two days for this election, unless there is also a special initiative or referendum on the ballot.

### **8.3 - Elections**

The regular ASLCC Election shall be held no earlier than April 1 and no later than May 15 of each year.

### **8.4 - Elections**

The ASLCC Vice-President shall be the Elections Board Chair, and shall appoint five members to the Elections Board. The Elections Board shall be responsible for promulgation of election rules and procedures. The Elections

Board shall not hear complaints of violations. Complaints may be appealed to the Elections committee.

### **8.5 - Elections**

Any member of the Association is eligible to vote for candidates seeking elective office. Verification of eligibility shall be performed by a college official selected by the Elections committee.

### **8.6 - Elections**

A plurality of the votes cast shall be necessary to elect.

## **Article IX - Replacement, Recall, & Impeachment**

### **9.1 - Replacement, Recall, & Impeachment**

In the event of the vacancy of any elected office, the President shall fill said vacancy with an appointee, who must be confirmed by a 2/3 vote of the Senate.

### **9.2 - Replacement, Recall, & Impeachment**

Non fulfillment of duties for three (3) weeks will be considered a vacancy of any office elected or appointed under this Constitution. All offices are required to publish criteria for fulfillment of duties. Upon petition, the Elections committee may rule the seat vacant and open for appointment or election because of a non fulfillment of these published duties.

### **9.3 - Replacement, Recall, & Impeachment**

Should the offices of the ASLCC President and Vice President become vacant concurrently, the Senate shall choose by a 2/3 vote an interim President. The interim President shall hold an election for the office of the ASLCC President within a reasonable time, not to exceed three (3) weeks, excluding finals week and vacations.

#### **9.4 - Replacement, Recall, & Impeachment**

A petition containing a minimum of 300 signatures of ASLCC members is necessary to warrant a recall election.

#### **9.5 - Replacement, Recall, & Impeachment**

A majority vote in a recall election shall remove any elected officer.

#### **9.6 - Replacement, Recall, & Impeachment**

All recall petitions must be submitted to the Elections committee within two weeks of the initiation of the petition. A college official selected by the Elections committee shall determine the validity of the signatures on the recall petitions. Upon validation of the signatures and petitions, a special election shall be called within five working days by the ASLCC Executive and the question of recall shall be submitted to the voters.

### **Article X - Initiative, Referendum & Amendment**

#### **10.1 - Initiative, Referendum & Amendment**

In the event of the vacancy of any elected office, the President shall fill said vacancy with an appointee, who must be confirmed by a 2/3 vote of the Senate.

#### **10.2 - Initiative, Referendum & Amendment**

A petition containing a minimum of 300 signatures of ASLCC members shall be sufficient to warrant a special initiative or referendum election.

#### **10.3 - Initiative, Referendum & Amendment**

A petition containing a minimum of 300 signatures of ASLCC members shall be sufficient to place initiative and referendum questions before the students at the general election.

#### **10.4 - Initiative, Referendum & Amendment**

An amendment to the Constitution may be placed on an election ballot by a

majority vote of the Senate, or by a petition with the signatures of 100 ASLCC members.

### **10.5 - Initiative, Referendum & Amendment**

All petitions shall set forth the precise and exact wording of the initiative as it would appear on the ballot, and the petition must be presented to the Senate at least four (4) weeks prior to the general election for validation.

(NOTE: any ballot measures which would result in a change in the mandatory student activity fee must be approved by the Lane Board of Education no later than the April Board Meeting, or the Board meeting immediately preceding a special election). Validated petitions shall be presented to the Elections Board within twenty-one (21) calendar days of the General Election.

### **10.6 - Initiative, Referendum & Amendment**

The Senate may, by a 2/3 vote, refer an initiative or question to a vote of the student body.

### **10.7 - Initiative, Referendum & Amendment**

Passage of amendments to this Constitution shall be by a 2/3 majority vote of those cast in the election. Passage of an initiative, referendum, or question shall be by a majority vote.

## **Article XI - Bill of Rights**

### **\*11.1 - Bill of Rights**

The Associated Students of Lane Community College shall ensure that there is a current Institutional Bill of Rights outlining their rights and responsibilities as contained in the College Operating Policies and Procedures Manual (COPPS).

## **Article XII - Enabling Clause**

### **12.1 - Enabling Clause**

This Constitution shall go into effect immediately upon the validation by the elections officer of the results of the election, if those results show 2/3 of the voters favor adoption of the Constitution on May 7, 2003.

### **12.2 - Enabling Clause**

Constitutional amendments and other ballot measures shall go into effect immediately, or as specified by the measure, and upon validation by the elections officer of the results of the election, if those results show a majority of the voters favoring the measure, and a majority of the voters favor the amendment.

### **12.3 - Enabling Clause**

All initiatives, referendums, and amendments that were in effect before the ratifications of this Constitution in May 2010, shall remain in effect under this Constitution, unless superseded by this Constitution, or later superseded in accordance with this Constitution.